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**MANCHESTER HISTORIC BUILDINGS TRUST**

**(A company limited by guarantee)**

**ANNUAL REPORT**

**AND**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED OCTOBER 31 2023**

**Company number:** 3578992

**Charity number:** 1080606

**MANCHESTER HISTORIC BUILDINGS TRUST  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED OCTOBER 31 2023**

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**MANCHESTER HISTORIC BUILDINGS TRUST  
ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED OCTOBER 31 2023**

**PRESIDENT**

J R Allan

**DIRECTORS AND TRUSTEES**

A Walker		(Chair from 8/9/22)
R Harvey	to 24/8/23	(Treasurer from 8/9/22)
A Higgins		(Secretary)
L Collins		(Vice Chair)
J Baxter		
N Eyre		
D Jarvis		
A Mapplebeck	to 24/8/23	
A O'Brien	to 24/8/23	
V Watson	to 24/8/23	
D Duffy		
L Burns		
L Kelly		(Treasurer from 24/8/23)

**COMPANY SECRETARY**

A Higgins

**PRINCIPAL STAFF**

**Part of key management:**

Sally Jastrzebski-Lloyd

House Director

**Other members of staff:**

Lynda Jackson  
Katy Ellis  
Katie Birkbeck  
Lucy Green  
Yasmin Choudhry  
Simon Parker

Events Manager  
Volunteer and Collections Manager  
Wedding & Hires Manager  
Wedding and Hires Coordinator  
Finance Assistant  
Cleaner

**REGISTERED OFFICE &**

**PRINCIPAL PLACE OF BUSINESS**

84 Plymouth Grove  
Manchester M13 9LW

**INDEPENDENT EXAMINER  
& ACCOUNTANTS**

Stacy Mason FCCA  
HGA Accountants & Financial Consultants Ltd  
t/a Chittenden Horley - Chartered Accountants  
Hyde Park House  
Cartwright Street  
Hyde SK14 4EH

**BANKERS**

HSBC  
CAF Bank  
Co – Operative Bank

**SOLICITORS**

DTM Legal LLP  
The Plaza  
100 Old Hall Street  
Liverpool L3 9QJ

# MANCHESTER HISTORIC BUILDINGS TRUST TRUSTEES' AND DIRECTORS' ANNUAL REPORT FOR THE YEAR ENDED OCTOBER 31 2023

The trustees present their annual report together with the consolidated financial statements of the charity and its subsidiary company for the year ended October 31 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

## REPORTING FRAMEWORK

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles, 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 (FRS102) (effective 1 January 2019), referred to as the Charities SORP (FRS 102) (second edition – October 2019).

## OBJECTIVES

### Charitable objects

The objects of the Charity are:

To preserve for the benefit of the people of the ten districts which form the County of Greater Manchester and of the Nation, the historical, architectural and constructional heritage associated with 84 Plymouth Grove, Manchester ('The House') the former home of William and Elizabeth Gaskell (including any structure or erection, and any part of the building as so defined) and to advance the education of the public in the said heritage and to undertake such other charitable activities as may benefit the people of or visitors to the said County of Greater Manchester.

To acquire, preserve, document, interpret and make accessible exhibits, objects and collections relating to the literary, social and historical impact and influence of Elizabeth Gaskell and her family and to the history of the House through provision of a museum service for the purpose of educating and informing the public.

(Adopted September 2020)

### Activities

The Charity fulfils its objectives through the restoration of Elizabeth Gaskell House and its operation as a museum and visitor attraction.

Elizabeth Gaskell's House is a restored Grade II\* regency style historic House in Manchester, home to the Victorian author Elizabeth Gaskell and her family. This house is important because of its association with the writer who lived here from 1850-65, and members of her family who continued to occupy it until 1913. Elizabeth Gaskell was one of the foremost nineteenth century writers whose work has a continuing appeal and is regularly performed on stage, screen and radio and published worldwide in numerous translations. Her husband William, Minister at Manchester's Unitarian Cross Street Chapel, and their daughters were deeply involved in the cultural and educational life of the city, so the individual contributions which they each made are all reflected in the way the house is interpreted.

## ACTIVITIES AND ACHIEVEMENTS

In common with other museums and cultural attractions the impact of the pandemic in 2020 and 2021, and the negative economic climate, is still evident.

- We delivered 41 online talks, workshops, discussions, book groups and tours, with over 2,600 participants over the year. (Online audience numbers are up by 8% year on year)
- We welcomed 4,877 visitors overall. (This is up by 6% on last year but not yet back to pre-pandemic numbers)
- We gave 21 private tours to groups and secondary schools.
- We welcomed 12 primary school sessions to the House this year (our maximum capacity) including six sessions for primary schools in the M13 postcode area.
- We have hosted 25 weddings, our maximum capacity
- Average spend in the Tea Room rose to £7.48 (previously £6.28) in line with inflation/price increases.
- The Garden won a Gold Award in the RHS Britain in Bloom awards within the Small Visitor Attraction Category

The core activities of the charity are:

- Protecting and promoting the unique literary and cultural heritage of the House and its visitors
- Playing a key role, as the only literary house within Manchester's UNESCO City of Literature partnership
- Being a unique example of a Victorian middle-class house in Manchester
- Celebrating the life and literature of Elizabeth Gaskell and her relevance today
- Valuing and promoting the Gaskell family's role in the history of Manchester and Ardwick.
- Supporting local groups, residents and schools to use and value the House and its heritage.

**MANCHESTER HISTORIC BUILDINGS TRUST  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED OCTOBER 31 2023**

Satisfied visitors and the quality of the visitor offer are vital to the ongoing success of the House. We are committed to maintaining a high level of customer care and providing ongoing training opportunities for all staff and volunteers and making physical improvements in terms of access and interpretation. We regularly ask our visitors and online audiences what we can do better and strive to make these changes where we can.

EGH scored 86% in our 2023 VAQAS inspection from Visit England. This inspection scheme looks at everything from pre-visit information online to the cleanliness of the toilets, as well as general customer service. All the areas were scored very good or excellent. Ongoing visitor feedback survey results show that 83% of visitors rate their experience at Elizabeth Gaskell's House as excellent and 92.9% of visitors rate the welcome by volunteers and staff as excellent. The ongoing high quality of the visitor experience is a cross-team effort.

Our on-line programme, launched during the pandemic, continues to grow with talks attracting participants from all over the UK and from other countries. We have continued to develop partnerships with other organisations during 2023. These have included partnership events with The Brontë Parsonage, the Portico Library in Manchester, Jane Austen's House, The Dickens Fellowship and Chawton House in Hampshire. Nearly all the events attract audiences of 100+ which would be impossible to achieve in person (the maximum room capacity in the House is 30-35 people). The over arching theme for 2023 was Mary Barton, which linked to the current temporary exhibition.

Average spend in the Tea Room increased in line with external price rises and the team also trialled and implemented other ways to increase spend with new shop stock including jewellery, prints and new book editions. The Tea Room development group which consists of staff and volunteers, continues to explore ways to increase spend whilst maintaining high standards of hygiene and food safety.

At the end of 2022, the team successfully applied for £5,000 of grant funding from Museum Development North West to create a new temporary exhibition. Tales of Manchester Life - Elizabeth Gaskell's Manchester, opened in April 2023 and explored how Elizabeth Gaskell presented Manchester and its people through her novels and short stories. The research for the exhibition was carried out by a team of volunteers, and to bring their findings to life the exhibition includes interactive and hands-on features. This exhibition provided an opportunity to display new items from the collection not previously on display, and to continue to develop a close working relationship with the Working Class Movement Library through the loan of one of their pamphlet collections.

At the start of 2023, Friends of Elizabeth Gaskell's House were invited to sponsor one of nine books with an individual donation of £150 to cover the cost of much needed repairs. The books repaired included a very damaged copy of Shirley by Charlotte Brontë and Lizzie Leigh by Elizabeth Gaskell. All nine books are now repaired and on display with bookplates in the Study for all visitors to access. The books in the study continue to enthral visitors and we are delighted that we can share more of the fascinating stories behind why we have these books in the collection. We thank all our sponsors for their support.

With the support of £3,500 funding from the Association of Independent Museums Arts Scholars Brighter Day grant scheme, we have been able to fulfil a long-term aspiration, to create a Reserve Collections Store, which could not have been afforded otherwise. When Elizabeth Gaskell's House opened to the public in 2014, following extensive restoration work, the work to restore the House was focused primarily on public areas and there was minimal consideration at the time for formal collection storage. The reserve collection held in the attic is a rich resource for changing/temporary exhibitions and for research and education use. We have a large reserve collection of books – often selected for their rarity and for the artwork of their covers. These diverse items were stored on sub-standard shelves and in boxes on the floor but this grant covered the cost of shelving, packaging materials, and staff training. The new collection store was completed in early 2024.

The Director successfully applied for £3,300 of Sustainability Improvement Fund from Museums Development North West and Arts Council England to carry out a project to improve and update external and internal visitor signage at the House with the aim of improving access, and to support an improved visitor experience. The project was prompted by feedback from visitors, mystery shopping reports and Visit England and followed recommendations from our access policy and plan which was updated in 2023. This investment to improve the visitor experience will also directly support EGH's planned application for Museum Accreditation in early 2024, demonstrating a commitment to actioning change and development in terms of quality and accessibility. Visitors with disabilities (both visible and invisible) and visitors with families (using pushchairs/prams) now benefit from the improved signage which will show the best entrance to use, the best route to the lift, and how to navigate the house via the lift. The new external signage is now clearer, identifying EGH as a historic house and museum in a welcoming and inclusive way. Opening hours and how the building is used (also for weddings and room hire) are also shown. The project also includes a new introduction panel installed in the outer hall and has already received many positive comments providing, as planned, a useful introduction to a visit.

Unfortunately, the House was a victim of the storms that hit the country in the summer of 2023 and the staff office and William Gaskell's Study were affected by water damage over the weekend of the 8 and 9 July. Thanks to the quick-thinking response of our staff and volunteers, precious books were rescued and nothing from the collection was damaged. However, the office electrics were damaged and the Study had to be closed for a month whilst the room dried out fully. Luckily, we were able to keep the rest of the House open and still provided a warm (and dry) welcome to all. Thank you also to those who donated funds totalling £500 to the House during this time. The support was really appreciated and helped to mitigate some of the cost of replacing equipment and drying out the rooms.

# MANCHESTER HISTORIC BUILDINGS TRUST TRUSTEES' AND DIRECTORS' ANNUAL REPORT FOR THE YEAR ENDED OCTOBER 31 2023

## Partnerships

Elizabeth Gaskell's House continues to support the Trailblazing Women of Greater Manchester working group providing space for several stitching workshops throughout the year themed around celebrating great women of Greater Manchester. The resulting banner and bunting created are now on display at the Pankhurst Centre, following a launch event at Station South in Levenshulme.

We hosted a MACFEST (Muslim Arts and Culture Festival) workshop in May 2023 on Turkish Floral Art with artist Ashfia Ashrif. It was lovely to welcome new and familiar faces to the House to learn about the art form and to create their own pieces to take home.

## Public benefit

The Trustees take into consideration the Charity Commission guidance on public benefit, especially in relation to setting entrance fees and making the services that we offer more accessible. In addition, the Trustees are committed to delivering a comprehensive range of education and outreach activities which were included in the original business plan and were updated in a business plan in 2023. The main thrust of the updated business plan is directed towards broadening the audience base and generating additional income which will contribute to long term sustainability. A sustainable operation will ensure that the public benefits which the project has generated will continue in future years. Especially important in the post-covid period will be the programme of paid-for on-line talks and smaller weddings which are expected to remain popular.

## Contribution of volunteers

The house continues to depend upon its loyal team of approximately 40-50 volunteers who give up their time to be room guides, staff the tea room, garden, take part in conservation activities, support school groups, deliver online talks, carry out maintenance of the building and more. We were also delighted to achieve a Gold Britain in Bloom award in the Small Visitor Attraction category in 2023 thanks to the hard work of our team of volunteer gardeners.

From March 2023 we increased the hours of the volunteer manager which allowed for more volunteer development and improved recruitment and induction processes to be put in place including improving accessibility. Legal requirements also required more robust and detailed paperwork to be collected from all volunteers.

In July 2023 the staff team began to actively promote Micro Volunteering opportunities at the House as one of many ways to make our volunteering more accessible and to help us fill gaps in specific roles.

In a short space of time, we saw an increase in volunteers aged 16-18 and 25-50 signing up and had our very first employer-supported volunteering (ESV) volunteer. As an organisation we had extra help during our busiest times which has taken the pressure off staff and long-term volunteers. Volunteers and staff alike have met lots of new people and learnt from their individual experiences.

We continued to host a student placement with Manchester College, as part of their internship programme supporting young people with learning disabilities. All those students who have volunteered with us have gone on to paid employment or further education. We also welcomed volunteers from University of Manchester and Manchester Metropolitan University both on structured placements and as standard volunteers.

We marked National Volunteering Week 2023 with a week of additional volunteering opportunities. Activities included teams of volunteers and trustees repainting some of the basement areas over two days, attendance at a volunteer event at Central Library and a summer quiz night.

Our annual volunteer survey reports very positively on the overall volunteer experience. 94% of volunteers reported that they were extremely or very proud of the volunteer work they did at Elizabeth Gaskell's House. 91% also said that they felt extremely or very appreciated.

**MANCHESTER HISTORIC BUILDINGS TRUST  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED OCTOBER 31 2023**

**FINANCIAL REVIEW**

**Overview**

The group had a deficit on unrestricted general funds, before transfers, for the year of £54,312,

The subsidiary has continued to operate Gaskell House and has borne an appropriate share of the costs.

**Risk management**

As part of the 2023 Business Planning process the Risk Register was revised. Seven major risks were identified which included financial risks, risks to the building and collection and capacity issues. Mitigations were put in place to reduce the risks.

**Reserves**

The charity is required to hold financial reserves for the following reasons:

- a. To buffer any short-term volatility in income, expenditure or in working capital requirements;
- b. To provide security to paid staff to ensure that the charity will be able to meet all its financial obligations linked to employment (regardless of whether these are provided for in the accounts);
- c. To provide the charity with the means to act strategically, and to prioritise longer-term goals rather than operate entirely on a "hand to mouth" basis.
- d. To ensure it is able to attend to building maintenance issues in a timely manner.

Considering the scale of the charity's operation the Trustees consider that the required level of free reserves, that is unrestricted funds not invested in fixed assets or otherwise designated, (also referred to as general fund within financial statements), that are to cover items a) to c) above should be in the region of £60,000 - £80,000. The trustees also consider that a designated fund to address d) is required of £60,000.

Consequently, the Trustees have designated £60,000 of reserves for a Buildings Maintenance Fund, as it is now ten years since major work was undertaken on the House ahead of opening to the public and some maintenance and repairs are now considered necessary.

In addition to the Building Maintenance Fund, the Trustees have designated an additional £40,000 received by way of donation in 2022 to the restoration of the Victorian conservatory, to further restore the House to the way it was in use in the Gaskell's time. Of this £34,000 remains unspent.

We anticipate drawing on our reserves in the next financial year for replacement of hot water geyser, new computer equipment and software, and upgrading fire alarm system. We will aim to rebuild our reserves as soon as possible.

At October 31 2023 free reserves (general fund) are £88,120 and total designated funds are £94,000.

**Going concern**

Following the Covid 19 pandemic, in common with many museums, we found our visitor figures were substantially reduced and building confidence among visitors has taken time. Although steadily improving our visitor figures are still below 2019 level. In addition the cost of living crisis with its negative impact on cost of supplies and services, and the disposable income available to our visitors, has had a detrimental effect. We have made grant applications and have looked at ways in which we can increase our income in future and the trustees believe the charity remains a going concern.

In 2022/23 we received grants totalling £11,100 for project work to enhance the visitor offer and protect the collection, these were detailed above and included;

- £5,000 of grant funding from Museum Development North West to create a new temporary exhibition. Tales of Manchester Life - Elizabeth Gaskell's Manchester (April 2023-Oct 2024)
- £3,500 funding from AIM Arts Scholars Brighter Day Grant Scheme for a new collection store
- £3,300 of Sustainability Improvement Fund from Museums Development North West and Arts Council England to carry out a project to improve and update external and internal visitor signage

**MANCHESTER HISTORIC BUILDINGS TRUST  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED OCTOBER 31 2023  
FUTURE PLANS**

At the 2023 AGM we welcomed Luke Kelly as our new Treasurer, replacing Richard Harvey who had resigned. Unfortunately, Luke has had to resign for personal reasons in early 2024 and we are in the process of recruiting a new Treasurer.

Alexa Mapplebeck resigned from the Board in 2023 as our Trustee lead for Fundraising and Ann O'Brien stepped down after many years on the Board and the Friends Committee. Following a skills audit a trustee recruitment working group the board commenced a programme of recruitment in May 2024 to fill 4-5 vacant positions on the Board.

We reviewed our staffing structure in 2023 to ensure we have capacity to deliver our services within the constraints of our resources and that staff had job titles that reflected their roles and responsibilities. As a result changes to job titles and increases to some staff hours were made. The Wedding Manager (previously Coordinator) role was increased from 4 days to 5 days, the volunteer and collection managers (Previously House Assistant) increased from 2.5 days to 3.5 days per week and the accounts roles from 1 to 2 days. It was proposed that an additional new role (House Assistant) would be recruited on a 12-month contract for 3 days per week to support weddings, room hires, Friends admin and take on day-to-day admin work currently undertaken by the Director.

As of March 2024 the paid staff team now consists of 7 people (equivalent to 4.21 full-time staff); House Director, Volunteer & Collections Manager, Wedding & Hires Manager, Events Manager, Finance Assistant, House Assistant and Cleaner.

As reported previously the lease (worth an income of £11,000) was surrendered by the tenant for one large room and one small room from June 2023. The office space has been used to provide improved staff accommodation, bringing the whole team together for better co-working.

Our wedding bookings continue to remain popular choice for small weddings (35 people or less) with overwhelmingly positive reviews and we have been at or near full capacity for the past few years. The cost of living crisis has had an impact on the wedding sector generally but thankfully the impact has been minimal so far for the House. Although annual price increases are implemented as standard there is little development to increase the number of the wedding further due to both a limit on staff/volunteer capacity to organise and staff the events; and the impact that weddings have on the fabric of the building and collection. Taking this into consideration the staff and trustee team agree that 24/25 is the maximum number of weddings that can be held each year at the House.

Admission prices on open days were increased by 50p in Nov 2023 without any negative effect on numbers or income levels. All prices are reviewed annually with further price rises across all areas planned for Nov 2024.

## **STRUCTURE GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association dated June 10 1998, as amended by special resolution dated September 19 2020. It is registered as a charity with the Charity Commission.

### **Members of the company**

Those eligible for membership of the company are the original subscribers to the Articles and "such other persons or corporations as may desire to be admitted to membership and who are elected by the Governing Body". There are currently 170 members of the company, none of which are corporations, each of whom agrees to contribute a sum not exceeding £1 in the event of the charity being wound up.

### **Appointment of Directors and Trustees – The Governing Body**

The Directors, who are the Trustees, are collectively known as the Governing Body. They are appointed either by the Governing Body or by the members in general meeting.

One third of the Trustees retire by rotation each year, being the longest in office and are eligible for re-election. Only those retiring by rotation or those nominated by the Governing Body are eligible for election unless a member gives not less than fourteen and not more than sixty days written notice (delivered to the Company's registered office) of their intention to stand or propose someone else for election (who has also confirmed in writing their willingness to be elected).

### **Trustee recruitment, induction and training**

Trustees are recruited for their individual skills, experience and expertise and usually have an interest in the Gaskells, either through Elizabeth's writings or William's religious and social work (in which he was supported by the rest of the family) and/or an interest in promoting the house as a community, arts and cultural venue. The recent Governance review also included a skills audit of the board. A succession planning group has been created to recruit board members with appropriate skills and knowledge.

Trustees are made aware of the resources available on the Charity Commission website.

### **Organisation**

The Governing Body, which must not be less than five members or more than fifteen, administers the Charity and meets as necessary, now bi-monthly. Responsibility for day-to-day management is delegated to the House Director.

**MANCHESTER HISTORIC BUILDINGS TRUST  
TRUSTEES' AND DIRECTORS' ANNUAL REPORT  
FOR THE YEAR ENDED OCTOBER 31 2023**

**Related parties**

Details of related party transactions are given in the notes to the financial statements.

**Co-operation with other organisations/charities**

Elizabeth Gaskell's House continues to play an active role in a variety of networks across Manchester including the HIDDEN network, Manchester City of Literature, the Oxford Road corridor group and Marketing Manchester ([visitmanchester.com](http://visitmanchester.com)). Nationally, EGH is also a member of the Historic Houses Association which gives free entry to members and the Literary Houses Network. All of which provide opportunities to market and promote the House to different audiences. Within the museum sector EGH is a member of Association of Independent Museums (AIM), the Museum Association and Museum Development North, which all provide access to training, networking and grants.

Elizabeth Gaskell's House has also hosted events as part of Manchester Literature Festival and is a part of the consortium of organisations developing Manchester's UNESCO City of Literature activities.

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees (who are also directors of the company for the purposes of company law) are responsible for preparing the Trustees' Annual 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 period. 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 (FRS 102) (second edition – October 2019);
- 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;
- 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.

**SMALL COMPANY PROVISIONS AND APPROVAL**

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

Approved by the Board of Trustees and signed on its behalf by:



Alexandra Walker - Chair

Date: 25/7/2024

**MANCHESTER HISTORIC BUILDINGS TRUST  
GROUP STATEMENT OF FINANCIAL ACTIVITIES (including the income and expenditure account)  
FOR THE YEAR ENDED OCTOBER 31 2023**

I report to the charity trustees on my examination of the consolidated accounts of the Group comprising Manchester Historic Buildings Trust (the company/charity) and its subsidiary for the year ended October 31 2023 which are set out on pages 8 to 24.

**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') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both the Charity and the Group are not required by charity law to be audited and have chosen instead to have an independent examination.

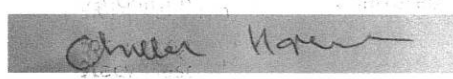
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your consolidated accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 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 in accordance with the methods and principles of the Statement of 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.



For and on behalf of:  
Stacy Mason FCCA  
HGA Accountants & Financial Consultants Ltd  
t/a Chittenden Horley - Chartered Accountants

Hyde Park House  
Cartwright Street  
Hyde  
SK14 4EH

Date: 25/7/2024



**MANCHESTER HISTORIC BUILDINGS TRUST**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**AS AT OCTOBER 31<sup>ST</sup> 2023**

	Notes	Unrestricted funds		Restricted	Total	Total
		General	Designated	Funds	2023	2022
		£	£	£	£	£
<b>Incoming resources from generated funds:</b>						
Donations	2	16,703	-	11,100	<b>27,803</b>	89,402
Charitable activities	3	39,517	-	-	<b>39,517</b>	32,694
Other trading activities	4	76,707	-	-	<b>76,707</b>	66,823
Investment income - bank interest		1,009	-	-	<b>1,009</b>	266
<b>TOTAL INCOME</b>		<u>133,936</u>	<u>-</u>	<u>11,100</u>	<b>145,036</b>	<u>189,185</u>
<b>EXPENDITURE</b>						
Raising funds	6	64,491	-	-	<b>64,491</b>	42,537
Charitable activities	7	123,757	-	16,145	<b>139,902</b>	145,877
<b>TOTAL EXPENDITURE</b>		<u>188,248</u>	<u>-</u>	<u>16,145</u>	<b>204,393</b>	<u>188,414</u>
<b>NET INCOME/(EXPENDITURE)</b>						
<b>BEFORE TRANSFERS</b>	9	(54,312)	-	(5,045)	<b>(59,357)</b>	771
Transfers between funds	16	6,000	(6,000)	-	-	-
<b>NET MOVEMENT IN FUNDS</b>	16	(48,312)	(6,000)	(5,045)	<b>(59,357)</b>	771
<b>FUNDS BROUGHT FORWARD</b>	16	<u>136,431</u>	<u>100,000</u>	<u>2,611,395</u>	<b>2,847,826</b>	<u>2,846,898</u>
<b>FUNDS CARRIED FORWARD</b>	16	<u>88,119</u>	<u>94,000</u>	<u>2,606,350</u>	<b>2,788,469</b>	<u>2,847,669</u>

The notes on pages 13 to 23 form part of these financial statements.

**MANCHESTER HISTORIC BUILDINGS TRUST  
AS AT OCTOBER 31 2023**

	Notes	Unrestricted funds		Restricted	Total	Total
		General	Designated	Funds	2023	2022
		£	£	£	£	£
<b>Incoming resources from generated funds:</b>						
Donations	2	16,703		11,100	27,803	89,402
Charitable activities	3	-	-	-	-	-
Other trading activities	4	16,818		-	16,818	28,781
Investment income - bank interest		1,009	-	-	1,009	422
<b>TOTAL INCOME</b>		<b>34,530</b>	<b>-</b>	<b>11,100</b>	<b>45,630</b>	<b>118,605</b>
<b>EXPENDITURE</b>						
Raising funds	6	2,561	-	-	2,561	5,195
Charitable activities	7	86,280	-	16,145	102,425	112,483
<b>TOTAL EXPENDITURE</b>		<b>88,841</b>	<b>-</b>	<b>16,145</b>	<b>104,986</b>	<b>117,678</b>
<b>NET INCOME/(EXPENDITURE)</b>						
<b>BEFORE TRANSFERS</b>	9	(54,311)	-	(5,045)	(59,356)	927
Transfers between funds	16	6,000	(6,000)	-	-	-
<b>NET MOVEMENT IN FUNDS</b>	16	<b>(48,311)</b>	<b>(6,000)</b>	<b>(5,045)</b>	<b>(59,356)</b>	<b>927</b>
<b>FUNDS BROUGHT FORWARD</b>	16	<b>136,431</b>	<b>60,000</b>	<b>2,611,395</b>	<b>2,807,826</b>	<b>2,846,898</b>
<b>FUNDS CARRIED FORWARD</b>	16	<b>88,120</b>	<b>54,000</b>	<b>2,606,350</b>	<b>2,748,470</b>	<b>2,847,825</b>

**MANCHESTER HISTORIC BUILDINGS TRUST  
AS AT OCTOBER 31 2023**

**GROUP BALANCE SHEET AS AT OCTOBER 31 2023**

	Notes	2023 £	2023 £	2022 £	2022 £
<b>FIXED ASSETS</b>					
Tangible Assets - functional	11		94,839		107,626
Tangible Assets - heritage	12		<u>2,516,654</u>		<u>2,516,654</u>
			<b>2,611,493</b>		<b>2,624,280</b>
<b>CURRENT ASSETS</b>					
Stock		7,932		9,851	
Debtors	14	18,503		21,975	
Cash at Bank and in Hand		<u>180,059</u>		<u>223,543</u>	
		<b>206,494</b>		<b>255,369</b>	
<b>CREDITORS</b>					
Amounts falling due in one year	15	<u>29,519</u>		<u>31,823</u>	
<b>NET CURRENT ASSETS</b>			<u><b>176,976</b></u>		<u><b>223,546</b></u>
<b>NET ASSETS</b>			<u><u><b>2,788,469</b></u></u>		<u><u><b>2,847,826</b></u></u>
<b>FUNDS</b>					
Unrestricted	16		182,119		236,431
Restricted	16		<u>2,606,350</u>		<u>2,611,395</u>
<b>TOTAL FUNDS</b>			<u><u><b>2,788,469</b></u></u>		<u><u><b>2,847,826</b></u></u>

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

For the year ending October 31 2023, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies and no notice has been deposited under section 476 requiring the company to obtain an audit of its accounts for the year in question.

**Directors' responsibilities**

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The notes on pages 13 to 23 form part of these financial statements.

**Approved by the Board and authorised for issue on: 4/7/2024**

**And signed on their behalf by:**



**Alexandra Walker - Director**

Company registration number 3578992

**MANCHESTER HISTORIC BUILDINGS TRUST  
AS AT OCTOBER 31 2023**

**CHARITY BALANCE SHEET AS AT OCTOBER 31 2023**

	Notes	2023 £	2023 £	2022 £	2022 £
<b>FIXED ASSETS</b>					
Tangible Assets - functional	11		94,839		107,626
Tangible Assets - heritage	12		2,516,654		2,516,654
Investments	13		10		10
			<u>2,611,503</u>		<u>2,624,290</u>
<b>CURRENT ASSETS</b>					
Debtors	14	75,411		88,793	
Cash at Bank and in Hand		<u>122,971</u>		<u>155,523</u>	
		<u>198,382</u>		<u>244,316</u>	
<b>CREDITORS</b>					
Amounts falling due in one year	15	<u>21,416</u>		<u>20,780</u>	
<b>NET CURRENT ASSETS</b>			<u>176,967</u>		<u>223,536</u>
<b>NET ASSETS</b>			<u>2,788,470</u>		<u>2,847,826</u>
<b>FUNDS</b>					
Unrestricted	16		182,120		236,431
Restricted	16		<u>2,606,350</u>		<u>2,611,395</u>
<b>TOTAL FUNDS</b>			<u>2,788,470</u>		<u>2,847,826</u>

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

For the year ending October 31 2023, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies and no notice has been deposited under section 476 requiring the company to obtain an audit of its accounts for the year in question.

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**And signed on their behalf by:**



**Alexandra Walker - Director**

Company registration number 3578992

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**1 ACCOUNTING POLICIES (continued)**

**Functional tangible fixed assets and depreciation**

Individual functional fixed assets costing more than £1,000 are capitalised at cost and are depreciated, after taking account of residual values, over their estimated useful lives on a straight line basis as set out below.

Depreciation rates are as follows:

Fixtures and fittings	25%
Display and interpretation	over 15 years

**Heritage Assets**

Assets held for their historical or artistic importance to advance preservation, conservation and public access to the nation's culture and education are classified as heritage assets in the accounts. The Trust capitalises heritage properties at their purchase price plus any restoration costs to restore them to their former condition and bring them back into use. Any further preservation costs are charged to the statement of financial activities when carried out. The Trust owns the freehold property Gaskell House the former home of the Elizabeth and William Gaskell and their daughters and during the year commenced the final stage of the restoration through work on the Coach House.

Items acquired for exhibition are included at their purchase price or if donated at their estimated value on acquisition.

No depreciation is charged on heritage assets as the trustees believe that they have an indefinite life. The trustees consider annually whether any heritage assets have been impaired and adjust the carrying value accordingly. There have been no impairments to the assets.

**Debtors**

Trade and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

**Financial instruments**

The charity has only basic financial instruments which are initially recorded at cost, and subsequently measured at their settlement value.

**Group financial statements**

The financial statements consolidate the results of the charity and its wholly owned subsidiary, The Gaskell's House Trading Ltd on a line by line basis.

**Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

	2023			2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>2 DONATIONS</b>						
PCSP	-	2,800	2,800	-	-	-
HLF - CRF2	-	-	-	-	33,500	33,500
Biffa	-	-	-	-	39,184	39,184
Other	721	-	721	-	1,194	1,194
Reset & Recovery	-	5,000	5,000	-	-	-
Legacy	10,000	-	10,000	-	-	-
MCC Business support/COVID	500	-	500	4,000	-	4,000
Membership	1,884	-	1,884	2,370	-	2,370
Donations - individuals	3,598	-	3,598	3,904	-	3,904
Donations - bedroom	-	-	-	-	-	-
Sustainable Improvement Fund	-	3,300	3,300	-	5,250	5,250
Donations - garden	-	-	-	-	-	-
<b>Group income</b>	<b>16,703</b>	<b>11,100</b>	<b>27,803</b>	<b>10,274</b>	<b>79,128</b>	<b>89,402</b>
Gaskell's House Trading Ltd	-	-	-	-	-	-
<b>Charity income</b>	<b>16,703</b>	<b>11,100</b>	<b>27,803</b>	<b>10,274</b>	<b>79,128</b>	<b>89,402</b>
<b>3 INCOME FROM CHARITABLE ACTIVITIES</b>						
<b>Charity income</b>	-	-	-	-	-	-
<b>Earned income</b>						
<b>Subsidiary income</b>						
Admissions	29,751	-	29,751	26,174	-	26,174
Guide books	-	-	-	-	-	-
Events	9,766	-	9,766	6,520	-	6,520
	39,517	-	39,517	32,694	-	32,694
<b>Group income</b>	<b>39,517</b>	<b>-</b>	<b>39,517</b>	<b>32,694</b>	<b>-</b>	<b>32,694</b>
<b>4 OTHER TRADING INCOME</b>						
Events, raffles and other	972	-	972	8,281	-	8,281
Rent and room hire	15,846	-	15,846	20,500	-	20,500
<b>Charity income</b>	<b>16,818</b>	<b>-</b>	<b>16,818</b>	<b>28,781</b>	<b>-</b>	<b>28,781</b>
<b>Subsidiary income</b>						
Tea rooms	11,943	-	11,943	8,303	-	8,303
Books and gifts	16,242	-	16,242	13,613	-	13,613
Room hire	41,704	-	41,704	34,407	-	34,407
	69,889	-	69,889	56,323	-	56,323
<b>less eliminated on consolidation:</b>						
Rent & management charges to GHT	(10,000)	-	(10,000)	(18,281)	-	(18,281)
<b>Group income</b>	<b>76,707</b>	<b>-</b>	<b>76,707</b>	<b>66,823</b>	<b>-</b>	<b>66,823</b>

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**5 TRADING SUBSIDIARY - The Gaskells' House Trading Ltd**

	2023	2022
	£	£
Turnover	109,406	89,017
Cost of sales	<u>(19,995)</u>	<u>(14,318)</u>
<b>Gross profit</b>	<b>89,411</b>	<b>74,699</b>
Administration costs	<b>(89,411)</b>	<b>(74,699)</b>
Donation to Manchester Historic Buildings Trust	-	-
Other income (grant from MHBT, eliminated on consolidation)	-	-
Interest receivable	-	-
<b>Net profit before taxation</b>	<b>-</b>	<b>-</b>
Taxation	-	-
<b>Net profit after taxation</b>	<b>-</b>	<b>-</b>
Total assets	<b>85,646</b>	85,646
Total liabilities	<u><b>(85,636)</b></u>	<u>(85,636)</u>
Net funds	<u><b>10</b></u>	<u>10</u>
<b>Subsidiary costs included in Group accounts</b>		
Cost of sales	<b>19,995</b>	14,318
Administration costs	<b>89,411</b>	74,699
Less eliminated on consolidation - rent and management charge	<u><b>(10,000)</b></u>	<u>(18,281)</u>
	<u><b>99,406</b></u>	<u>70,736</u>

**Subsidiary income and costs included on consolidation are analysed as follows:**

	Charitable		2023	Charitable		2022
	activities	Fundraising		activities	Fundraising	
	£	£	£	£	£	
<b>INCOME</b>						
Tea rooms	-	11,943	<b>11,943</b>	-	8,303	<b>8,303</b>
Books and gifts	-	16,242	<b>16,242</b>	-	13,613	<b>13,613</b>
Room hire	-	41,704	<b>41,704</b>	-	34,407	<b>34,407</b>
Admissions	29,751	-	<b>29,751</b>	26,174	-	<b>26,174</b>
Guide books	-	-	-	-	-	-
Events	9,766	-	<b>9,766</b>	6,520	-	<b>6,520</b>
	<u>39,517</u>	<u>69,889</u>	<u><b>109,406</b></u>	<u>32,694</u>	<u>56,323</u>	<u><b>89,017</b></u>
<b>EXPENDITURE</b>						
Staff costs	22,670	34,005	<b>56,675</b>	18,299	18,299	<b>36,598</b>
Direct costs tea rooms	-	8,277	<b>8,277</b>	-	6,886	<b>6,886</b>
Goods for resale	-	8,279	<b>8,279</b>	-	4,229	<b>4,229</b>
Ticketing, event and other costs	3,439	-	<b>3,439</b>	3,203	-	<b>3,203</b>
Advertising and publicity	3,373	3,373	<b>6,745</b>	3,837	2,558	<b>6,395</b>
Premises & insurance costs	5,556	5,556	<b>11,112</b>	5,053	3,369	<b>8,422</b>
Overheads	2,440	2,440	<b>4,879</b>	3,002	2,001	<b>5,003</b>
	<u>37,477</u>	<u>61,929</u>	<u><b>99,406</b></u>	<u>33,394</u>	<u>37,342</u>	<u><b>70,736</b></u>

Rent charged by the charity of £10,000 (2022 - £10,000) is eliminated on consolidation,

Premises, insurance and overheads are allocated on an estimate of resources used.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

	2023			2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>6 COSTS OF RAISING FUNDS</b>						
Staff costs	-	-	-	-	-	-
Direct costs	-	-	-	-	-	-
Support costs	2,561	-	2,561	5,195	-	5,195
<b>Charity costs</b>	<b>2,561</b>	<b>-</b>	<b>2,561</b>	<b>5,195</b>	<b>-</b>	<b>5,195</b>
<b>Subsidiary costs</b>						
Staff costs	34,005	-	34,005	18,299	-	18,299
Direct costs tea room	8,277	-	8,277	6,886	-	6,886
Goods for resale	8,279	-	8,279	4,229	-	4,229
Advertising & marketing	3,373	-	3,373	2,558	-	2,558
Premises, insurance & overheads	7,996	-	7,996	5,370	-	5,370
	61,930	-	61,930	37,342	-	37,342
<b>Group costs</b>	<b>64,491</b>	<b>-</b>	<b>64,491</b>	<b>42,537</b>	<b>-</b>	<b>42,537</b>
<b>7 EXPENDITURE ON CHARITABLE ACTIVITIES:</b>						
<b>Charity</b>						
Grant paid to subsidiary	-	-	-	-	-	-
Staff costs	47,079	-	47,079	49,401	-	49,401
Activity costs	-	-	-	-	-	-
Other direct costs	9,490	-	9,490	6,540	-	6,540
Depreciation	12,787	-	12,787	13,304	-	13,304
Support costs	33,069	-	33,069	43,238	-	43,238
Charged to restricted funds	(16,145)	16,145	-	(63,854)	63,854	-
<b>Total for charity company</b>	<b>86,280</b>	<b>16,145</b>	<b>102,425</b>	<b>48,629</b>	<b>63,854</b>	<b>112,483</b>
<b>Subsidiary</b>						
<b>Direct costs</b>						
Staff costs	22,670	-	22,670	18,299	-	18,299
Ticketing, event and other costs	3,439	-	3,439	3,203	-	3,203
Premises & insurance costs	5,556	-	5,556	5,053	-	5,053
<b>Support costs with subsidiary:</b>						
Advertising & marketing	3,373	-	3,373	3,837	-	3,837
Overheads	2,440	-	2,440	3,002	-	3,002
	37,477	-	37,477	33,394	-	33,394
Grant eliminated on consolidation	-	-	-	-	-	-
<b>Total for group</b>	<b>123,757</b>	<b>16,145</b>	<b>139,902</b>	<b>82,023</b>	<b>63,854</b>	<b>145,877</b>

Total costs of £6,000 (charitable) have been charged to designated funds (2021 - £950).

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**8 SUPPORT & GOVERNANCE COSTS**

	2023			2022		
	Fundraising	Charitable	Total	Fundraising	Charitable	Total
<b>Support costs</b>	£	£	£	£	£	£
Premises & insurance	1,729	15,562	17,291	2,034	18,306	20,340
Office costs & other costs	780	7,022	7,802	489	4,398	4,887
Circularisation	-	2,561	2,561	-	2,783	2,783
Advertising & promotion	-	5,367	5,367	-	8,582	8,582
Security & maintenance	15	138	153	622	5,594	6,216
Management accounts	37	-	37	2,050	-	2,050
Bank charges	-	368	368	-	1,437	1,437
	2,561	31,019	33,580	5,195	41,100	46,295
<b>Governance costs</b>						
Legal, professional & accountancy	-	2,050	2,050	-	2,137	2,137
	-	2,050	2,050	-	2,137	2,137
<b>Total support costs</b>	2,561	33,069	35,630	5,195	43,237	48,432

Costs that can be wholly attributed to either support or governance are allocated directly to those functions, and other costs are allocated either on the basis of the estimation of time spent (staff costs) or consumption of resources (office costs).

**9 GROUP NET INCOMING RESOURCES AFTER TRANSFERS**

	2023	2022
This is stated after charging/(crediting):	£	£
Accountant/Independent examiner's fees		
Report		-
Accountancy and advice	2,050	2,765
Depreciation charged on fixed assets	12,787	13,304
Directors' remuneration & trustees' expenses	-	-

**10 STAFF INFORMATION**

**a Staff costs**

Salaries and benefits	100,805	83,631
Employer's pension contributions (defined contribution scheme)	1,685	1,394
Employer's NI contributions (net of employer's allowance)	1,264	974
	103,754	85,999

No employees earned more than £60,000 pa in either year

**b Key management personal**

The key management personal comprise the trustees and principle staff as set out on page 1. The trustees do not receive any remuneration for their services.

Employment benefits principle staff	37,625	37,625
-------------------------------------	--------	--------

**c Average number of employees**

The average number of employees was as follows:-

	Average number	Average number
	4	4
	4	4

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**11 TANGIBLE FIXED ASSETS - FUNCTIONAL**

Group and charity	Fixtures		Total
	Display & Interpretation	fittings & equipment	
Cost	£	£	£
As at November 1 2022	191,810	21,446	213,256
Additions	-	-	-
Disposals	-	-	-
As at October 31 2023	191,810	21,446	213,256
<b>Depreciation</b>			
As at November 1 2021	84,184	21,446	105,630
Provided	12,787	-	12,787
Disposals	-	-	-
As at October 31 2023	96,971	21,446	118,417
<b>Net Book Value</b>			
As at October 31 2023	<b>94,839</b>	<b>-</b>	<b>94,839</b>
As at October 31 2022	107,626	-	107,626

**12 TANGIBLE FIXED ASSETS - HERITAGE ASSETS**

Group and charity	Freehold	Exhibits	Total
	property		
Cost		£	£
As at November 1 2022	2,458,596	58,058	2,516,654
Additions	0	-	0
Disposals	-	-	-
As at October 31 2023	2,458,596	58,058	2,516,654
<b>Depreciation</b>			
As at November 1 2022	-	-	-
As at October 31 2023	-	-	-
<b>Net Book Value</b>			
As at October 31 2023	<b>2,458,596</b>	<b>58,058</b>	<b>2,516,654</b>
As at October 31 2022	2,458,596	58,058	2,516,654

The freehold property is subject to a first charge in favour of the Heritage lottery Memorial fund entered into on October 10 2014 as a condition of the award of a grant of c£1.8m towards phase 2 of the restoration.

The above assets are all included at cost.

The five year financial summary of heritage asset transactions is as follows;

	2018/19	2019/20	2021/21	2021/22	2022/23
	£	£	£	£	£
Building acquisition/restoration	-	-	-	0	-
Exhibits (furniture, fittings & fixtures)	1,000	-	6,900	-	0

Exhibits include furniture, fittings and fixtures acquired by the Trust in order to furnish the house in an authentic style consistent with the Gaskell Family's occupation of the property.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**13 FIXED ASSETS INVESTMENTS**

The charity has owns 100% of the issued share capital of the following company

Name	Activity	Investment		Company no.
		2023	2022	
		£	£	
The Gaskells' House Trading Ltd	running Gaskell House as a visitor attraction and café	10	10	7364259

**14 DEBTORS**

	Group	Group	Charity	Charity
	2023	2022	2023	2022
	£	£	£	£
Income receivable	4,108	6,504	719	2,400
Amount due from group company	0	-	63,346	74,593
VAT reclaimable	-	-	-	-
Prepayments & other debtors	14,394	15,471	11,345	11,800
	<b>18,503</b>	<b>21,975</b>	<b>75,411</b>	<b>88,793</b>

**15 CREDITORS falling due within one year**

Trade creditors	3,158	3,439	2,096	2,197
Accruals & deferred income	21,387	25,677	15,922	16,417
Other taxation and social security	4,242	2,000	2,666	1,459
Pension contributions	332	307	332	307
Funds in trust	400	400	400	400
	<b>29,519</b>	<b>31,823</b>	<b>21,416</b>	<b>20,780</b>

**MANCHESTER HISTORIC BUILDINGS TRUST  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**16 STATEMENT OF FUNDS**

**MANCHESTER HISTORIC BUILDINGS TRUST  
GROUP AND CHARITY STATEMENTS OF CASH FLOWS  
AS AT OCTOBER 31 2023**

	notes	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
<b>Cash used in operating activities</b>	21	<b>(44,493)</b>	<b>9,409</b>	<b>(33,561)</b>	<b>21,954</b>
<b>Cashflows from investing activities</b>					
Interest and dividends		<b>1,009</b>	422	<b>1,009</b>	422
Purchase of tangible fixed assets		<b>(0)</b>	(30,749)	<b>(0)</b>	(30,749)
<b>Cash provided by/(used in) investing activities</b>		<b>1,009</b>	<b>(30,327)</b>	<b>1,009</b>	<b>(30,327)</b>
<b>Cashflows from financing activities</b>					
Proceeds from new borrowings		-	-	-	-
Repayment of borrowing		-	-	-	-
<b>Cash used in financing activities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Increase/(decrease) in cash &amp; cash equivalents in the year</b>		<b>(43,484)</b>	<b>(20,918)</b>	<b>(32,552)</b>	<b>(8,373)</b>
<b>Cash and cash equivalents brought forward</b>		<b>223,543</b>	<b>244,461</b>	<b>155,523</b>	<b>163,895</b>
<b>Cash and cash equivalents carried forward</b>		<b>180,059</b>	<b>223,543</b>	<b>122,971</b>	<b>155,522</b>
<b>Cash and cash equivalents consist of:</b>					
Cash at bank and in hand		<b>180,059</b>	223,543	<b>122,971</b>	155,522
		<b>180,059</b>	<b>223,543</b>	<b>122,971</b>	<b>155,522</b>

The notes on pages 13 to 23 form part of these financial statements.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

**1 ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements have been prepared: under the historic cost convention; in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective January 1 2019 (second edition – October 2019); FRS102; and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS102.

The accounts are prepared in £ sterling, which is the functional currency of the Group.

The accounts have been prepared on the going concern basis, and the trustees believe that this remains appropriate.

**Income recognition**

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

**Grants**, whether of a capital or revenue nature, are recognised when the charity has entitlement to the funds, any performance conditions have been met and it is probable that the income will be received.

**Donations** from individuals and other bodies (not being of the nature of a grant) are recognised when receivable.

**Earned income** is measured at the fair value of the consideration received or receivable for services and goods supplied, net of discounts and VAT.

**Deferred income**

Income is only deferred and included in creditors when:

- The income relates to a future accounting period
- A sales invoice has been raised ahead of the work being carried out and there is no contractual entitlement to the income until the work has been done
- Not all the terms and conditions of the grant have been met, including the incurring of expenditure and the grant conditions are such that unspent grant must be refunded

**Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Costs of raising funds including those associated with fundraising activities, managing investments and commercial trading by the subsidiary company.

Charitable activities costs of undertaking the work of the charity.

The Group is registered for VAT and has elected to tax on its property Gaskell House. It is able to recover some of the input tax charged as it relates to VATable supplies. Costs are stated net of VAT where charged and irrecoverable VAT is included as a separate charge either within direct costs or support costs as appropriate.

**Allocation of support costs**

Support costs are those functions which assist the work of the charity either by supporting the delivery of charitable activities or by supporting the generation of funds. They include property costs, back office functions, circularisation costs, security and maintenance costs and professional fees. The basis of allocations is set out in note 8.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

Group	2021/22				b/f and c/f 31/10/2022	2022/23			
	01/11/2021 £	Income £	Expenditure £	Transfers £		01/11/2022 £	Income £	Expenditure £	Transfers £
<b>Unrestricted Funds:</b>									
General fund	151,444	110,213	(124,559)	(667)	136,431	133,936	(188,248)	6,000	88,119
Designated funds	100,000	-	-	-	100,000	-	-	(6,000)	94,000
	<u>251,444</u>	<u>110,213</u>	<u>(124,559)</u>	<u>(667)</u>	<u>236,431</u>	<u>133,936</u>	<u>(188,248)</u>	<u>-</u>	<u>182,119</u>
<b>Restricted Funds:</b>									
As below	2,595,454	79,128	(63,854)	667	2,611,395	11,100	(16,145)	-	2,606,350
	<u>2,595,454</u>	<u>79,128</u>	<u>(63,854)</u>	<u>667</u>	<u>2,611,395</u>	<u>11,100</u>	<u>(16,145)</u>	<u>-</u>	<u>2,606,350</u>
<b>Total funds</b>	<u>2,846,898</u>	<u>189,341</u>	<u>(188,413)</u>	<u>-</u>	<u>2,847,826</u>	<u>145,036</u>	<u>(204,393)</u>	<u>-</u>	<u>2,788,469</u>

**Unrestricted fund totals are analysed as follows:**

Charitable funds	251,444	236,431	182,119
Non charitable trading funds	-	-	-
	<u>251,444</u>	<u>236,431</u>	<u>182,119</u>

Charity	2021/22				b/f and c/f 31/10/2022	2022/23			
	01/11/2021 £	Income £	Expenditure £	Transfers £		01/11/2022 £	Income £	Expenditure £	Transfers £
<b>Unrestricted Funds:</b>									
General fund	151,444	39,477	(53,823)	(667)	136,431	34,530	(88,841)	6,000	88,120
<b>Designated funds:</b>									
Building maintenance	60,000	-	-	-	60,000	-	-	-	60,000
Conservatory	40,000	-	-	-	40,000	-	-	(6,000)	34,000
Phase 2 completion	-	-	-	-	-	-	-	-	-
	<u>251,444</u>	<u>39,477</u>	<u>(53,823)</u>	<u>(667)</u>	<u>236,431</u>	<u>34,530</u>	<u>(88,841)</u>	<u>-</u>	<u>182,120</u>
<b>Restricted Funds:</b>									
HLF Resilience funding	5,083	-	(5,083)	-	-	-	-	-	-
HLF Covid Emergency funding	-	-	-	-	-	-	-	-	-
HLF - CRF1	-	-	-	-	-	2,800	(2,800)	-	-
HLF - CRF2	-	33,500	(33,500)	-	-	-	-	-	-
Biffa	-	39,184	(6,190)	(30,749)	2,245	-	(2,245)	-	-
the upper floor	622	-	(622)	-	-	5,000	(5,000)	-	-
The Hibbert Trust	-	-	-	-	-	-	-	-	-
Uof M - activities	-	-	-	-	-	-	-	-	-
Donations - William's study	168	-	-	-	168	-	-	-	168
Donations - Bedroom	-	-	-	-	-	-	-	-	-
Donations - volunteer coordinator	-	-	-	-	-	-	-	-	-
Donations/grant - garden	3	-	(670)	667	-	-	-	-	-
Other Phase 2	2,800	1,194	(1,194)	-	2,800	-	(2,800)	-	-
Sustainable Improvement Fund	-	5,250	(5,250)	-	-	3,300	(3,300)	-	-
<b>Capital grants expended</b>									
Grants expended and asset capitalised	2,586,778	-	(11,345)	30,749	2,606,182	-	-	-	2,606,182
	<u>2,595,454</u>	<u>79,128</u>	<u>(63,854)</u>	<u>667</u>	<u>2,611,395</u>	<u>11,100</u>	<u>(16,145)</u>	<u>-</u>	<u>2,606,350</u>
<b>Total funds</b>	<u>2,846,898</u>	<u>118,605</u>	<u>(117,677)</u>	<u>-</u>	<u>2,847,826</u>	<u>45,630</u>	<u>(104,986)</u>	<u>-</u>	<u>2,788,470</u>

**Transfers**

Conservatory Released to cover spending on conservatory viability.

**Restricted funds**

Donations - William's study For the restoration and furnishing of William Gaskell's study

Donations/grant - garden For the upkeep of the garden

Grants expended and asset capitalised Amounts invested in fixed assets where there are continuing restrictions over their use. Deprecation is charged to this fund.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**

17 ANALYSIS OF COMPANY NET ASSETS BETWEEN FUNDS	Unrestricted funds		Restricted	Total
	General	Designated	Funds	
<i>Fund balances at October 31 2023 are represented by:-</i>	£	£	£	£
Tangible fixed assets	5,311	-	2,606,182	2,611,493
Investments	10	-	-	10
Net current assets	82,799	94,000	168	176,967
	<u>88,120</u>	<u>94,000</u>	<u>2,606,350</u>	<u>2,788,470</u>
<i>Fund balances at October 31 2022 are represented by:-</i>				
Tangible fixed assets	18,098	-	2,606,182	2,624,280
Investments	10	-	-	10
Net current assets	160,568	60,000	2,968	223,536
	<u>178,676</u>	<u>60,000</u>	<u>2,609,150</u>	<u>2,847,826</u>

**18 CONSTITUTION**

The Company is limited by guarantee and does not have a share capital. In the event of the Company being wound up the members are committed to contributing £1 each.

**19 TAXATION**

The Company is a registered charity and is entitled to claim annual exemption from UK corporation tax.

**20 CAPITAL COMMITMENTS**

There were no capital commitments authorised and contracted for at the end of the year (2021 £Nil).

**21 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASHFLOW FROM OPERATING ACTIVITIES**

	Group	Group	Charity	Charity
	2023	2022	2023	2022
	£	£	£	£
Net income/(expenditure)	(59,357)	928	(59,356)	927
Add back depreciation	12,787	13,304	12,787	13,304
Adjustment HLF Phase 2 funding	-	-	-	-
Deduct interest income shown in investing activities	(1,009)	(422)	(1,009)	(422)
Deduct profit/add back losses on disposals of FA	-	-	-	-
Decrease/(increase) in stocks	1,919	(1,893)	-	-
Decrease/(increase) in debtors	3,472	(340)	13,382	14,509
Increase/(decrease) in creditors	(2,304)	(2,168)	636	(6,364)
<b>Net cash generated from/(used in) operating activities</b>	<b>(44,493)</b>	<b>9,409</b>	<b>(33,561)</b>	<b>21,954</b>

**22 RELATED PARTY TRANSACTIONS**

Details of the trading between the charity and its subsidiary company are shown in the notes to the financial statements.

In the year the charity contracted with Mrs V Watson, a former trustee, to provide book keeping services for which it paid her £0 (2023 – £330) and there was a balance of £1,630 outstanding at 31/10/23 (2023 – £1,630). Mrs Watson had played no part in the decision to engage her services.

There were no other related party transactions.

**MANCHESTER HISTORIC BUILDINGS TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31 2023**  
**23 CONTINGENT LIABILITIES**

The charity has received grant support for the restoration of Gaskell House from a number of different funders, which have continuing restrictions over the disposal of the property.

**Heritage Lottery Fund (HLF) - £190,935 (phase 1) and £1,430,877 (phase 2 – excluding revenue support)**

The Charity cannot dispose of the property by sale or lease for a period of twenty five years from June 2012 without the written consent of HLF, and if let or sold at a full market rate HLF may require that a proportion of the net proceeds are paid to them in accordance with their standard grant conditions. The charity is also obliged to open the property to the public and to advertise the opening times.

**English Heritage - £297,911 (Phase 1) and £86,849 (Phase 2)**

The Charity cannot dispose of the property by sale or lease for a period of ten years after the final payment of the grant (effectively from March 2013) without the written consent of English Heritage, which consent will only be given after any grant already paid has been recovered in full. The charity is also obliged to open the property to the public and to advertise the opening times.

**Biffa - £50,000**

If the charity disposes of the property, RSWT (the grantor) is entitled to some of the proceeds in proportion to their contribution, unless otherwise agreed.

There are no contingent liabilities attaching to the funding from other sources.

None of the above contingent liabilities are expected to crystallise.

**24 ULTIMATE CONTROL**

The company has been under the collective control of its directors, appointed by the members, throughout this and the preceding year. No director or member (taking account of any associates) has a controlling interest in the company.

