

**BRADFORD MECHANICS INSTITUTE LIBRARY**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

Charity Registration No. 509231

# BRADFORD MECHANICS INSTITUTE LIBRARY

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	M Smithies J R Mason P Restorick
<b>President</b>	P Restorick
<b>Vice President</b>	P Booth
<b>Management Committee</b>	A Barran G Beevers M Booth G Hall B Boldy K Ward
<b>Charity number</b>	509231
<b>Principal address</b>	76 Kirkgate Bradford BD1 1SZ
<b>Registered office</b>	76 Kirkgate Bradford BD1 1SZ
<b>Independent examiner</b>	Alison Whalley FCA Naylor Wintersgill Carlton House Grammar School Street Bradford BD1 4NS
<b>Bankers</b>	Co-Operative Bank Plc Olympic House 6 Olympic Court Salford Lancashire M50 2QP

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# BRADFORD MECHANICS INSTITUTE LIBRARY

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# BRADFORD MECHANICS INSTITUTE LIBRARY

## TRUSTEES REPORT

*FOR THE YEAR ENDED 31 MARCH 2021*

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

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's rules, the Charities Act 2011 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)" (as amended for accounting periods commencing from 1 January 2019)

### **Objectives and activities**

The charity's objects are the advancement of the education of the inhabitants of the Metropolitan District of Bradford by the provision of a library and facilities for study and the provision of a public hall for use for meetings, lectures and classes and other charitable purposes for the benefit of the said inhabitants.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

During the course of the past year there have been some significant changes in both personnel and to the premises. You will recall that at the end of last year's AGM we said goodbye to Geoff Barker, a long serving member of the Committee and Vice-President of the Mechanics Institute. Geoff continues to be a valued member of several of our Interest Groups and he and Julia are 'regulars' in the Reading Room.

We have been very pleased to welcome two new Committee members in Bill Boldy and Keith Ward. Both are Bradfordians of long standing bringing a deeply ingrained concern for the city's heritage and are proving to be active additions to the management.

We have also experienced changes of staff following the enforced retirement of Diane Brown in January 2020. Diane had been with us for about 12 years and was known to many members. Our other two staff, Julie and Helen shuffled around responsibilities and Neil Jukes, who had been volunteering with us for some months, was able to take up employment for 3 half days. As a result of these changes, we feel to be running an even tighter ship.

Members will know that it has been a concern for some years that the Mechanics Institute was without toilet access for disabled members and visitors. In the Autumn of 2019, we approached Sovereign Health and were delighted to receive a grant of £3000. Work began in January to widen the doorway into the upstairs toilet, remove a dividing wall and fit compliant white goods.

Before finishing touches could be completed in mid-March 2020, the Government imposed tight restrictions which caused a delay. To be fully accessible we still needed to address the problem of the step at the front door. This major improvement will appear in next year's Annual Report.

Also, in January this year, the Committee commissioned a new website for the Mechanics Institute. Since the 2nd Floor refurbishment programme was completed in 2012 - 2013, we have had a steady stream of clients seeking a place to meet but our considerable investment is not paying off as handsomely as it should. The website will focus on marketing these spaces to as wide a range of groups and individuals as possible and, by the next AGM, we might have positive results to report, provided the nation is back on its feet and commercial life returns to Bradford.

# **BRADFORD MECHANICS INSTITUTE LIBRARY**

## **TRUSTEES REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2021***

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The Committee and the staff have experienced several bumps in the road in the last year but, as the Telegraph and Argus said a few months ago, we have survived two world wars, Spanish flu, the Depression, inflation, recession, austerity and still we keep going! The keys to our survival are hard-working and loyal staff and committee members who recognise the value of what we are and what we do. We are one of only two Mechanics Institutes in the entire country which still operates under its original objectives: education through a Library and Interest groups and the provision of meeting rooms for public use.

To our members we also say thank you. Your support is our life blood; thinning a bit but still flowing strongly these days. In two years' time we will be 190 years old and I'm convinced we'll make it to our bi-Centenary in 2032, possibly with a few changes of faces! Let's all do what we can to introduce new members, attract room hire bookings and make it a bi-centenary to be proud of.

### **Fundraising**

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as 'soliciting or otherwise procuring money or other property for charitable purposes'. The charity does not actively raise funds from the public either directly or via use of an agent, accordingly no such amounts are presented in the financial statements for the year under review. The charity has received no complaints in relation to fundraising activity for the year under review.

Given the nature of the funding of the charity the Trustees consider that it remains appropriate not to be voluntarily bound to be regulated by the Fundraising Regulator.

### **Financial review**

The total income for the year amounted to £47,265 (2020 - £38,915) after deducting expenditure of £37,318 (2020 - £46,329) the net income was £9,947 (2020 - £7,414 deficit).

The charity aims to hold one year's expenditure in reserves to ensure the continuation of the charity, this equates to £38,000. At the year end, after deduction of designated fixed asset fund reserves, unrestricted funds stood at £49,515, which is within the target level.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### Structure, governance and management

Bradford Mechanics Institute Library was constituted by a Deed of Trust and governed by rules adopted on 12 September 1979 and registered as a charity on 24 October 1979.

The Trustees who served during the year and up to the date of signature of the financial statements were:

M Smithies

J R Mason

P Restorick

Trustees are appointed with consideration to the skill and experience they can give to the charity. Training is given if required.

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.

Indemnity insurance was taken out during the year, amounting to £496 (2020 £388).

The charity is run by the trustees, management committee, president and vice presidents as listed on the legal and administrative information page.

The Trustees report was approved by the Board of Trustees.

**M Smithies**

Trustee

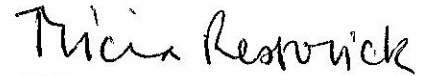
Dated: 17 May 2022



**P Restorick**

Trustee

Dated: 17 May 2022



# **BRADFORD MECHANICS INSTITUTE LIBRARY**

## **STATEMENT OF TRUSTEES RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2021***

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The Trustees 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).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity 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 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 charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF BRADFORD MECHANICS INSTITUTE LIBRARY

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I report on the financial statements of the charity for the year ended 31 March 2021, which are set out on pages 6 to 20.

#### Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the financial statements. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the next statement.

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Alison Whalley FCA  
Naylor Wintersgill Limited  
Independent Examiner

Carlton House  
Grammar School Street  
Bradford  
BD1 4NS

Dated: 17 May 2022

# BRADFORD MECHANICS INSTITUTE LIBRARY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Donations and legacies	3	17,301	-	17,301	3,547	3,577	7,124
Charitable activities	4	180	-	180	763	-	763
Other trading activities	5	975	-	975	727	-	727
Investments	6	28,809	-	28,809	30,301	-	30,301
<b>Total income</b>		<b>47,265</b>	<b>-</b>	<b>47,265</b>	<b>35,338</b>	<b>3,577</b>	<b>38,915</b>
<b>Expenditure on:</b>							
Charitable activities	7	37,318	-	37,318	42,665	3,664	46,329
<b>Net incoming/(outgoing) resources before transfers</b>		<b>9,947</b>	<b>-</b>	<b>9,947</b>	<b>(7,327)</b>	<b>(87)</b>	<b>(7,414)</b>
Gross transfers between funds		-	-	-	(87)	87	-
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		<b>9,947</b>	<b>-</b>	<b>9,947</b>	<b>(7,414)</b>	<b>-</b>	<b>(7,414)</b>
Fund balances at 1 April 2020		542,142	500	542,642	549,556	500	550,056
<b>Fund balances at 31 March 2021</b>		<b>552,089</b>	<b>500</b>	<b>552,589</b>	<b>542,142</b>	<b>500</b>	<b>542,642</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		152,574		150,000
Investment properties	13		350,000		350,000
Investments	14		69,337		64,760
			<u>571,911</u>		<u>564,760</u>
<b>Current assets</b>					
Debtors	15	3,046		1,800	
Cash at bank and in hand		14,042		3,681	
			<u>17,088</u>	<u>5,481</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(36,410)</u>		<u>(27,599)</u>	
Net current liabilities			<u>(19,322)</u>		<u>(22,118)</u>
<b>Total assets less current liabilities</b>			<u><u>552,589</u></u>		<u><u>542,642</u></u>
<b>Income funds</b>					
Restricted funds	18		500		500
<u>Unrestricted funds</u>					
Designated funds	19	502,574		500,000	
General unrestricted funds		49,515		42,142	
			<u>552,089</u>		<u>542,142</u>
			<u><u>552,589</u></u>		<u><u>542,642</u></u>

The financial statements were approved by the Trustees on 17 May 2022

M Smithies  
Trustee



R Restorick  
Trustee



# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Bradford Mechanics Institute Library is a charity registered in England and Wales, registration number 509231 and governed by its rules adopted 12 September 1979.

#### 1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The charity is a Public Benefit Entity as defined by FRS 102.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The trustees do not consider the Covid-19 pandemic to have created a material uncertainty in relation to the going concern of the company.

#### 1.3 Charitable funds

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

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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Incoming resources

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies (Continued)

#### 1.5 Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

#### 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.

Fixtures and fittings

#### 1.7 Investment properties

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost, which includes the purchase cost and any directly attributable expenditure. Subsequently it is measured at fair value at the reporting end date. The surplus or deficit on revaluation is recognised in profit or loss.

[Property rented to a group entity is accounted for as tangible fixed assets.]

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible 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).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/ (expenditure for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### 1.9 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.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity 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 charity's balance sheet when the charity 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.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans 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 payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts 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 creditors 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 charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity'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.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 3 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2021	2020	2020	2020
	£	£	£	£
Donations and gifts	-	3,547	-	3,547
Listed below	17,301	-	3,577	3,577
	<u>17,301</u>	<u>3,547</u>	<u>3,577</u>	<u>7,124</u>
<b>Grants receivable for core activities</b>				
Sovereign Health Care	-	-	3,000	3,000
Job Retention Scheme	5,967	-	577	577
Bradford District Metropolitan District Council	11,334	-	-	-
	<u>17,301</u>	<u>-</u>	<u>3,577</u>	<u>3,577</u>

### 4 Charitable activities

	2021	2020
	£	£
Sales within charitable activities	180	763
	<u>180</u>	<u>763</u>

### 5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Membership subscriptions and sponsorships which are in substance a payment for goods and services	975	727
	<u>975</u>	<u>727</u>

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 6 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Rental income	27,538	28,760
Interest receivable	1,271	1,541
	<u>28,809</u>	<u>30,301</u>

### 7 Charitable activities

	Library 2021	Library 2020
	£	£
Staff costs	19,695	23,328
Rates	1,566	1,706
Insurance	1,566	1,350
Heat and light	3,722	3,902
Repairs and maintenance	2,935	5,482
Books, magazines and newspapers	1,107	2,228
Sundry	56	2,000
WW1 Group	259	992
	<u>30,906</u>	<u>40,988</u>
Share of support costs (see note 8)	4,842	3,771
Share of governance costs (see note 8)	1,570	1,570
	<u>37,318</u>	<u>46,329</u>
<b>Analysis by fund</b>		
Unrestricted funds	37,318	42,665
Restricted funds	-	3,664
	<u>37,318</u>	<u>46,329</u>

An ex-gratia payment of £2,000 was made to a staff member upon retirement in the prior year.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 8 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Indemnity insurance	496	-	496	388	-	388
Stationery and postage	250	-	250	683	-	683
Telephone	352	-	352	515	-	515
Sundry	1,104	-	1,104	633	-	633
Bank charges	24	-	24	24	-	24
Cleaning	1,010	-	1,010	1,528	-	1,528
Website and IT	1,606	-	1,606	-	-	-
Independent Examination	-	1,570	1,570	-	1,570	1,570
	<u>4,842</u>	<u>1,570</u>	<u>6,412</u>	<u>3,771</u>	<u>1,570</u>	<u>5,341</u>
Analysed between Charitable activities	<u>4,842</u>	<u>1,570</u>	<u>6,412</u>	<u>3,771</u>	<u>1,570</u>	<u>5,341</u>

Support costs are allocated in full to the only charitable activity, being the library.

Governance costs includes payments to the accountants of £1,570 (2020- £1,570) for independent examination fees.

### 9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the charity during the current or previous year.

### 10 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	3	3
	<u>3</u>	<u>3</u>
<b>Employment costs</b>	<b>2021 £</b>	<b>2020 £</b>
Wages and salaries	19,695	23,328
	<u>19,695</u>	<u>23,328</u>

There were no employees whose annual remuneration was £60,000 or more, (2020 none).

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 11 Indemnity insurance

Indemnity insurance has been taken out during the year at a cost of £496 (2020 £388).

### 12 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>			
At 1 April 2020	150,000	-	150,000
Additions	-	2,574	2,574
At 31 March 2021	150,000	2,574	152,574
<b>Carrying amount</b>			
At 31 March 2021	150,000	2,574	152,574
At 31 March 2020	150,000	-	150,000

Land and buildings were valued at 30 November 2016 by the Trustees. The valuation conforms to International Valuation Standards and was based on recent market transactions on arm's length terms for similar properties. The trustees do not consider the value to have changed since this date.

At 31 March 2021, had the revalued assets been carried at historic cost less accumulated depreciation and accumulated impairment losses, their carrying amount would have been approximately £- (2020 - £-).

### 13 Investment property

	2021 £
<b>Fair value</b>	
At 1 April 2020 and 31 March 2021	350,000

Investment property comprises two floors of 76 Kirkgate, Bradford. The fair value of the investment property has been arrived at on the basis of a valuation carried out by the trustees. The valuation was made on an open market value basis on an 8% yield, the valuation was done in November 2016. The trustees do not consider the value to have changed since this date.

# BRADFORD MECHANICS INSTITUTE LIBRARY

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

### 14 Fixed asset investments

	Unlisted investments £
<b>Cost or valuation</b>	
At 1 April 2020	64,760
Valuation changes	4,577
At 31 March 2021	<u>69,337</u>
<b>Carrying amount</b>	
At 31 March 2021	<u>69,337</u>
At 31 March 2020	<u>64,760</u>

The increase in value of the investments is not shown in the profit loss, but is included in creditors for money held on behalf of Henry Brown investments.

### 15 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	3,046	1,800
	<u>3,046</u>	<u>1,800</u>

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

	Notes	2021 £	2020 £
Other taxation and social security		920	177
Deferred income	17	5,500	-
Other creditors		26,688	22,110
Accruals and deferred income		3,302	5,312
		<u>36,410</u>	<u>27,599</u>

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 17 Deferred Income

	2021 £	2020 £
Other deferred income	5,500	-
	<u>5,500</u>	<u>-</u>
Deferred income relates to rental income received 2020/2021 for 2021/2022.		
Deferred income brought forward	-	5,500
Received in year	5,500	-
Released to income	-	(5,500)
	<u>5,500</u>	<u>-</u>
Deferred income carried forward	5,500	-
	<u>5,500</u>	<u>-</u>
Deferred income relates to rental income received in advance.		

**BRADFORD MECHANICS INSTITUTE LIBRARY**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**18 Restricted funds**

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

	Movement in funds			Movement in funds			
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2020 £	Incoming resources 31 March 2021 £	Balance at 31 March 2021 £
Henry Brown Fund	500	-	-	-	500	-	500
Refurbishment	-	3,000	(3,087)	87	-	-	-
Payroll	-	577	(577)	-	-	-	-
	<u>500</u>	<u>3,577</u>	<u>(3,664)</u>	<u>87</u>	<u>500</u>	<u>-</u>	<u>500</u>

The Henry Brown fund is for grants to be given out.

A grant for refurbishment was received from Sovereign Health Care during the year ended 31 March 2020.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 19 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				
	Balance at 1 April 2019	Incoming resources	Balance at 1 April 2020	Transfers	Balance at 31 March 2021
	£	£	£	£	£
Fixed asset fund	500,000	-	500,000	2,574	502,574
	<u>500,000</u>	<u>-</u>	<u>500,000</u>	<u>2,574</u>	<u>502,574</u>
	<u><u>500,000</u></u>	<u><u>-</u></u>	<u><u>500,000</u></u>	<u><u>2,574</u></u>	<u><u>502,574</u></u>

Funds are held in a designated fixed asset fund to reflect the value of the fixed assets.

Transfers in year represents office equipment purchased in year.

# BRADFORD MECHANICS INSTITUTE LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

20 Funds	Balance at 1 April 2019		Incoming resources		Resources expended		Transfers		Gains / Losses		Balance at 31 March 2021	
	£	£	£	£	£	£	£	£	£	£	£	£
Restricted funds	500	3,577	(3,664)	87	-	-	-	-	-	-	-	500
Designated funds	500,000	-	-	-	-	-	2,574	-	-	-	-	502,574
General funds	49,556	35,338	(42,665)	(87)	47,265	(37,318)	(2,574)	-	-	-	-	49,515
	<u>550,056</u>	<u>38,915</u>	<u>(46,329)</u>	<u>-</u>	<u>47,265</u>	<u>(37,318)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>552,589</u>

### 21 Analysis of net assets between funds

Fund balances at 31 March 2021 are represented by:	General funds		Designated funds		Restricted funds		Total	
	2021	£	2021	£	2021	£	2021	£
Tangible assets	-	-	152,574	-	-	-	152,574	-
Investment properties	-	-	350,000	-	-	-	350,000	-
Investments	69,337	-	-	-	42,649	-	69,337	22,111
Current assets/(liabilities)	(19,822)	-	-	500	(507)	-	(19,322)	(21,611)
	<u>49,515</u>	<u>-</u>	<u>502,574</u>	<u>500</u>	<u>42,142</u>	<u>500,000</u>	<u>552,589</u>	<u>500</u>
								<u>542,642</u>

# BRADFORD MECHANICS INSTITUTE LIBRARY

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

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### 22 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate remuneration	7,786	9,300