

**THE MAUSOLEA AND MONUMENTS TRUST**

**REPORT & FINANCIAL STATEMENTS**

**For the year ended  
31 December 2019**

**Company No. 5146698**

**Charity No. 1106634**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Company registration number:</b>	5146698
<b>Charity registration number:</b>	1106634
<b>Registered office:</b>	70, Cowcross St London EC1M 6EJ
<b>Patrons:</b>	Professor James Stevens Curl FSA Tim Knox FSA
<b>Trustees:</b>	Ian Johnson (Chairman) Alex Bagnall Kate Davey (Appointed 22 January 2019) Tom Drysdale Ian Dungavell (Resigned 12 November 2019) Tim Ellis Mike Fox John Goodall (Appointed 22 January 2019) Robert Heathcote Lisa Hirst Amy Jeffs (Resigned 5 October 2019) Frances Sands (Resigned 22 January 2019) Charles Wagner
<b>Company secretary:</b>	Robert Heathcote
<b>Bankers:</b>	HSBC Bank plc 17 East St Bridport DT6 3JZ
<b>Independent examiner:</b>	Sue Kowszun BA FCA DChA Harlequin Accounting and Financial Services Ltd Bancroft, Mill Road West Chiltington RH20 2PZ

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## **REPORT OF THE TRUSTEES**

The Trustees of the Mausolea and Monuments Trust (MMT or the Charity) present their Annual Report and Financial Statements for the year ended 31 December 2019. These comply with the governing documents of the Charity, the relevant Statement of Recommended Practice (the Charities SORP 2015), Financial Reporting Standard 102 and the Charities Act 2011.

The Charity is registered with the Charity Commission in England and Wales as Charity No 1106634 and at Companies House as Company No. 5146698.

### **1. OBJECTS OF THE CHARITY**

The objects of MMT are to protect and preserve for the benefit of the public, mausolea and monuments situated within the United Kingdom of Great Britain and Northern Ireland.

The Charity has recently worked with The Earl Fitzwilliam Charitable Trust in securing the future of the Scarisbrick mausoleum in Crossens, Southport and previously with Mole Valley District Council in the restoration of the Hope Mausoleum in Dorking Surrey. Since its formation in 1997, the MMT has taken into guardianship the following mausolea:

- The Bateman Mausoleum, Morley, Derbyshire
- The Heathcote Mausoleum, Hursley, Hampshire
- The Wynne Ellis Mausoleum, Whitstable, Kent
- The Nash Mausoleum, Farningham, Kent
- The Guise Mausoleum, Elmore, Gloucestershire
- The Boileau Mausoleum, Ketteringham, Norfolk

### **2. CHARITABLE ACTIVITIES AND PUBLIC BENEFIT**

During 2019, the Charity's principal activities in pursuit of its charitable objects were as follows:

- Developing a plan for the restoration of the Guise mausoleum, which has been in ruins since its collapse approximately 100 years ago.
- Promoting the Gavin Stamp Awards to encourage the next generation of architectural historians.
- Providing support to owners of mausolea of significant historical and architectural interest.
- Increasing our membership by wider publicity of our activities and our objectives.
- Continuing the maintenance programme for our mausolea.
- Organising lectures and visits to mausolea and related buildings and monuments within our geographical remit.

In preparing their statements on public benefit, contained within this Trustees' Annual Report, the Trustees have considered the Charity Commission's general guidance on public benefit, as well as the specific guidance on public benefit and fee charging.

The Trustees believe that public benefit is provided by the educational and conservation activities of the Charity.

### **3. OPERATIONAL AND FINANCIAL REVIEW**

The project to conserve the Guise Mausoleum remains at an early stage. During 2016, the significance of this structure was recognised by the Secretary of State for Culture Media and Sport and the listing was raised to Grade II\*. The Charity has established contact with all of the interested parties and a working group of these has been created. During 2019, a donation of £5,000 has been received towards the cost of the project and Historic England (HE) have confirmed that a grant of £19,300 is available to go towards the cost of a Feasibility Study. Of this HE grant, £5,042 has already been received as an advance payment. The donation and the HE grant have been recorded as Restricted Income. This study will examine the project in two phases, starting with the consolidation of the existing structure and then moving on to a full plan for restoration. Once the specification for the Feasibility Study is agreed by HE, tenders will be issued, inviting proposals.

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The Earl Fitzwilliam Charitable Trust completed the restoration of the Scarisbrick Mausoleum during 2017. Since this time, MMT has continued to provide support in ensuring future care of that mausoleum and during 2019 gave a small grant to assist the local group of volunteers who monitor this important building.

During the year the Charity's other events and activities were well attended:

- In April Alexander Stoddart, Sculptor in Ordinary to H M The Queen in Scotland gave a talk to the MMT. Best known for his civic monuments, he is one of the UK's most sought-after sculptors with notable works including bronze statues of David Hume and Adam Smith, philosophers during the Scottish Enlightenment, on the Royal Mile in Edinburgh, and others of James Clerk Maxwell, William Henry Playfair and John Witherspoon. He has also been closely involved with sculpture in a number of newly built mausolea.
- In May a small group of MMT members was privileged to attend a private tour of the Westminster Abbey galleries, led by curator Dr Susan Jenkins. The galleries are not usually open for tours, so this was a great opportunity to see them with the curator.
- The AGM took place in July and was held at Arnos Vale Cemetery in Bristol. The cemetery was established in 1837, with its first burial in 1839 and was laid out as an Arcadian landscape with buildings by Charles Underwood. After the AGM, members were given a guided tour of the cemetery.
- In October Professor Anthony Geraghty of the University of York led a tour of Farnborough Hill and Abbey. Farnborough Hill was the home of Empress Eugenie, widow of Emperor Napoleon III of France, and she lived there from 1880 until her death in 1920. In 1881 she founded the abbey and engaged Hippolyte Destailleur to build a majestic chantry chapel to be the mausoleum containing the remains of the Emperor and Empress together with their son, the Prince Imperial, who had died in 1879 while serving with British forces during the Zulu war.

Financially, the Charity remains in a healthy position. Total Free Reserves (principally represented by cash and outstanding Gift Aid claims) amount to £26,276 (2018: £24,384).

The Charity remains totally dependent upon financial and practical support from its members and other donors and volunteers. The Trustees are deeply grateful for the generosity of all its supporters.

#### **4. OBJECTIVES FOR 2020**

During 2020 the main aim of the MMT is the raising of its profile. There is the possibility of launching a major fundraising requirement for the Guise Mausoleum in 2020 and although we have a relatively high profile amongst funding bodies such as HE and grant-making charities, the Trust needs to raise its profile and, like many similar societies, would also like to increase its membership numbers.

As the basis for this, the Trust has organised an extensive programme of talks and visits. The Annual Lecture in September 2020 will be given by Tim Knox, Director of the Royal Collections and we are most grateful to the Dean and Chapter of Westminster Abbey for their permission to use the Lady Chapel at Westminster Abbey as the venue for this.

Consideration is also being given to the possibility of a visit to France to visit royal and imperial mausolea there.

#### **5. GOVERNANCE & MANAGEMENT**

##### **Staff and volunteers**

No staff are employed by the Charity, which is entirely reliant upon volunteers.

##### **Trustees**

For the purposes of company law, the Trustees shown below are the directors of the company. No director has any beneficial interest in the company. All directors are members of the company and guarantee to contribute £1 in the event of winding up.

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Trustees serve for a three-year period after which they may be re-elected for a further term, of no more than three years. Upon completion of their term of office, Trustees are automatically retired but may be eligible for reappointment. New Trustees are identified following a review of the skills and experience needed to oversee and develop the Charity. In addition to considering the relevant skills that each potential Trustee may bring to the Charity, the recruitment process also considers potential conflicts of interest. Following appointment, new Trustees receive a briefing and induction programme as appropriate, using materials supplied by the Charity Commission and other relevant bodies.

The Trustees meet at least four times a year and sub-committees are established to meet as often as necessary to examine specific issues and to make recommendations to the main body of Trustees.

As at 31 December 2019, there were 10 Trustees (2018: 11), as follows:

Alex Bagnall	John Goodall
Kate Davey	Robert Heathcote
Tom Drysdale	Lisa Hirst
Tim Ellis	Ian Johnson
Mike Fox	Charles Wagner

In January 2019 John Goodall and Kate Davey were appointed as Trustees. John is Country House editor of Country Life and Kate is a Trustee of the Victorian Society and a barrister specialising in criminal law. 2019 saw the departure of Ian Dungavell, Amy Jeffs and Fran Sands who have all made substantial contributions to the development of the MMT and we are very grateful for the service that they have given.

During the year none of the Trustees received any payment (2018: nil) while three Trustees reclaimed expenses totalling £199 (2018: six, £361).

### **Trustees' & directors' responsibilities in the preparation of financial statements**

The Trustees (who are also directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Annual Report and 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 Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period.

In preparing those financial statements, the Trustees and directors are required to:

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

The Trustees and directors are responsible for keeping proper 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 applicable law. 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### **Risk Management**

The major risks to which the Trustees believe the Charity is exposed are discussed at Trustee meetings and are reviewed on a regular basis. The Trustees believe that, as far as is practical, these risks are managed in an appropriate manner.

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The Charity's governing documents and policies are reviewed regularly to ensure that they keep pace with developments in best practice.

**Data Protection**

In May 2018, the Trustees confirmed their policy by which data is collected and stored in line with the Data Protection Act 2018. Full details of the policy can be seen on the website at <http://mmtrust.co.uk/membership>

**Grant making policy**

At present, the Charity only awards grants in support of projects with which it is engaged and during 2019 a grant of £72 was made to the Friends of Scarisbrick Mausoleum to assist with their publicity. (2018: Nil)

**Reserves**

The Trustees' policy with regard to reserves is to make suitable expenditure on the ongoing activities of the Charity, whilst maintaining adequate funds to deal with current and medium term needs, and having the necessary provision to deal with unforeseen circumstances.

As at 31 December 2019, the Charity's free unrestricted funds were £26,276 (2018: £24,384). In order to meet unexpected liabilities or appeals for funding, the Trustees believe that the Charity should hold easily accessible reserves of £15,000 to £20,000 and expect the free reserves to be within, or close to, this range.

**Going Concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

**Investment powers and policy**

The Trustees have the investment powers set out in the Memorandum and Articles of Association to invest in any investments, securities or properties, those monies that the Charity does not immediately need.

**Independent examiner**

In view of the scale of the Charity's activities and net assets, neither an independent audit nor an independent examination of the Financial Statements is required. However, the Trustees have resolved to have an independent examination and this has been carried out by Sue Kowszun BA FCA DChA.

**Statement of disclosure of information to the Independent Examiner**

The Trustees and directors at the date of approval of this Trustees' annual report confirm that, so far as each of them is aware, there is no relevant audit information of which the Charity's independent examiner is unaware, and the Trustees and directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiner is aware of that information.

By order of the Board



Ian Johnson  
Chairman

21 January 2020

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE MAUSOLEA AND MONUMENTS TRUST**

I report on the financial statements of the MMT for the year ended 31 December 2019, which are set out on pages 8 to 12.

**Respective responsibilities of Trustees and examiner**

The Trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but have resolved that an independent examination be carried out.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- 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
- 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 statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Companies Act 2011; and
  - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 130 of the Companies Act 2011 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Sue Kowszun BA FCA DChA  
Harlequin Accounting and Financial Services Ltd  
Bancroft, Mill Road  
West Chiltoningon  
RH20 2PZ

5 February 2020

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**STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Year ending 31 December			
		2019			2018
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
<b>INCOME</b>					
Donations	2	10,042	9,643	19,685	11,703
Income from charitable activities					
Visits and lectures			965	965	1,920
Investment income	3		79	79	151
<b>TOTAL INCOME</b>		<b>10,042</b>	<b>10,687</b>	<b>20,729</b>	<b>13,774</b>
<b>EXPENDITURE</b>					
Costs of raising funds	4		106	106	41
Expenditure on charitable activities	5	480	8,689	9,169	11,376
<b>TOTAL EXPENDITURE</b>		<b>480</b>	<b>8,795</b>	<b>9,275</b>	<b>11,417</b>
<b>NET INCOME (EXPENDITURE) AND MOVEMENT IN FUNDS</b>		<b>9,562</b>	<b>1,892</b>	<b>11,454</b>	<b>2,357</b>
TOTAL FUNDS BROUGHT FORWARD		60	25,384	25,444	23,087
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>9,622</b>	<b>27,276</b>	<b>36,898</b>	<b>25,444</b>

The above results are derived from the Charity's continuing activities.

No separate statement of total recognised gains and losses has been presented as all such gains and losses are included in the statement of financial activities.

**STATEMENT OF CASH FLOWS**

		Year ending 31 December			
		2019			2018
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
<b>CASH FLOWS</b>					
Net cash provided/ (used in) operating activities	8	9,562	2,326	11,888	1,802
Interest from investments			79	79	151
<b>CHANGE IN CASH AND CASH EQUIVALENTS</b>		<b>9,562</b>	<b>2,405</b>	<b>11,967</b>	<b>1,953</b>
CASH AND CASH EQUIVALENTS AT START OF YEAR		60	23,730	23,790	21,837
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	9	<b>9,622</b>	<b>26,135</b>	<b>35,757</b>	<b>21,837</b>

The accompanying accounting policies and notes form an integral part of these financial statements.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

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**BALANCE SHEETS**

		31-Dec	
		2019	2018
	<b>Notes</b>		
<b>CURRENT ASSETS</b>			
Cash at bank and on deposit	9	35,757	23,790
Prepayments and accrued income	10	1,441	1,954
<b>CURRENT LIABILITIES</b>			
Accruals	11	(300)	(300)
<b>NET CURRENT ASSETS</b>		<b>36,898</b>	<b>25,444</b>
<b>FUNDS</b>			
	12		
Restricted Funds		9,622	60
Designated Funds		1,000	1,000
Other Unrestricted Funds		26,276	24,384
<b>TOTAL FUNDS</b>		<b>36,898</b>	<b>25,444</b>

For the year ended 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of financial statements.

These financial statements and notes on pages 8 to 12 were approved and authorised for issue by the board of Trustees on 21 January 2020 and signed on their behalf by:



**Ian Johnson**

**Chairman**

The accompanying accounting policies and notes form an integral part of these financial statements.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

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**NOTES TO THE FINANCIAL STATEMENTS**

**1. PRINCIPAL ACCOUNTING POLICIES**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with “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)”. They also comply with the Charities Act 2011 and the Companies Act 2006.

MMT meets the definition of a public benefit entity under FRS 102.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

The principal accounting policies of the Charity have remained unchanged from the previous year and are set out below.

**b) Income**

Income for services is recognised by reference to the stage of completion of the transaction at the balance sheet date.

All monetary donations and gifts are included in full in the statement of financial activities when received, provided that there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Interest on funds on deposit is included when receivable.

**c) Expenditure**

Expenditure, which is charged on an accruals basis, is allocated between:

- expenditure incurred directly in the furtherance of the Charity's objectives;
- expenditure incurred directly in the management and administration of the Charity;
- expenditure incurred directly in the effort to publicise the Charity's activities (fundraising and publicity);
- expenditure incurred directly on activities necessary for the Charity to comply with its statutory obligations.

**d) Fund accounting**

Restricted funds are those that are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund.

Unrestricted funds are those donations and other incoming resources received or generated for expenditure on the general objectives of the Charity.

Designated funds are those unrestricted funds that the Trustees have allocated to a specific purpose.

**e) Taxation**

No provision for taxation, deferred or otherwise, has been made in the financial statements of the Charity, as MMT is a charity in accordance with the Charities Act 2011 and is exempt from taxation except for value added tax, provided that income and gains are applied for charitable purposes under S505 of the Income and Corporation Taxes Act 1988 and S252 of the Taxation of Chargeable Gains Act 1992.

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**2. DONATIONS**

	Year ending 31 December			
	2019			2018
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
Membership		9,643	9,643	8,315
Gifts and donations	10,042		10,042	3,388
<b>TOTAL DONATIONS</b>	<b>10,042</b>	<b>9,643</b>	<b>19,685</b>	<b>11,703</b>

Where allowable, Gift Aid is reclaimed on membership fees and donations and the amounts receivable as Gift Aid are aggregated with the original membership fee or donation.

**3. INVESTMENT INCOME**

Investment income of £79 (2018: £151) arose from money held in interest-bearing accounts.

**4. COST OF RAISING FUNDS**

As well as costs incurred in processing direct debit and online payments, Fundraising costs in 2019 included costs incurred seeking grant funding for the project to restore the Guise mausoleum.

**5. EXPENDITURE ON CHARITABLE ACTIVITIES**

	Notes	Year ending 31 December			
		2019			2018
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
Visits and lectures			1,207	1,207	1,304
Protection, restoration and maintenance		480	2,897	3,377	3,999
Provision of information			3,625	3,625	4,486
Membership of other organisations			185	185	145
Support costs	6		462	462	1,129
Governance costs	7		313	313	313
<b>TOTAL EXPENDITURE ON CHARITABLE ACTIVITIES</b>		<b>480</b>	<b>8,689</b>	<b>9,169</b>	<b>11,376</b>

Insurance cover is maintained on all the Charity's mausolea and the cost in 2019 amounted to £2,825 (2018: £3,023). The costs for Protection, restoration and maintenance in 2019 included initial work on the Guise mausoleum project and a grant of £72 to support the work of the Friends of Scarisbrick Mausoleum.

The costs shown above for Provision of Information represent the cost of the MMT website, communicating with members and the cost of producing and distributing the Charity's journal Mausolus.

**6. SUPPORT COSTS**

Although the Charity does not pay any staff or Trustees, expenses are incurred on office facilities and were lower than in 2018.

**7. GOVERNANCE COSTS**

The fees of the independent examiner and costs incurred in compliance with statutory requirements have been classified as Governance costs.

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**8. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	Year ending 31 December			
	2019			2018
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
Net expenditure per the statement of financial activities	9,562	1,892	11,454	2,357
Adjustments for:				
Interest from investments		(79)	(79)	(151)
(Increase)/Decrease in debtors		513	513	(355)
(Decrease) in creditors				(49)
<b>NET CASH OUTFLOW FROM OPERATING ACTIVITIES</b>	<b>9,562</b>	<b>2,326</b>	<b>11,888</b>	<b>1,802</b>

**9. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	Year ending 31 December			
	2019			2018
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
Cash at bank	5,622	3,868	9,490	4,726
Notice Deposits (less than 3 months)	4,000	7,081	11,081	7,064
Notice Deposits (greater than 3 months)		15,186	15,186	12,000
<b>TOTAL CASH AND CASH EQUIVALENTS</b>	<b>9,622</b>	<b>26,135</b>	<b>35,757</b>	<b>23,790</b>

**10. ACCRUED CURRENT ASSETS**

Net claims for Gift Aid refunds outstanding at 31 December were £230 (2018: £419). The balance on this account relates to interest receivable and the prepayment of insurance premiums, internet hosting costs and membership of the Heritage Alliance.

**11. ACCRUED CURRENT LIABILITIES**

The fees of the independent examiner in respect of the 2019 year end are accrued at £300 (2018: £300).

**12. FUNDS**

In September 2018, the Charity announced the establishment of the Gavin Stamp Memorial Research Grant, promoting scholarly study of funerary architecture. Gavin was a longstanding supporter and champion of the MMT, and had served as a Trustee since 2010. It was with great sadness therefore that we learnt of his death in December 2017.

Gavin was a renowned scholar, writer and lecturer and the Gavin Stamp Memorial Grant will encourage scholarly research focussed on mausoleums and funerary architecture within the UK. In order to fund these grants the Trustees have designated £1,000 of Unrestricted Reserves for this purpose.

Donations and grants received in support of the Gavin Stamp Memorial Fund (£60) and the Guise mausoleum project (£10,042) have been recorded as Restricted Funds. The Balance Sheet at 31 December 2019 shows the amounts remaining in these funds after the deduction of costs incurred during 2019 on the Guise project (£480).