

Tithe Barn Trust

Board of Trustees' **Annual Report 2018**

including Financial Statements

For the year ended 31 December 2018

Charity Registration Number: 1167108

The logo for Tithe Barn Trust, featuring the words "Tithe", "Barn", and "Trust" stacked vertically in a bold, serif font. The text is white and set against a grey rectangular background.

**Tithe
Barn
Trust**

Tithe Barn Trust

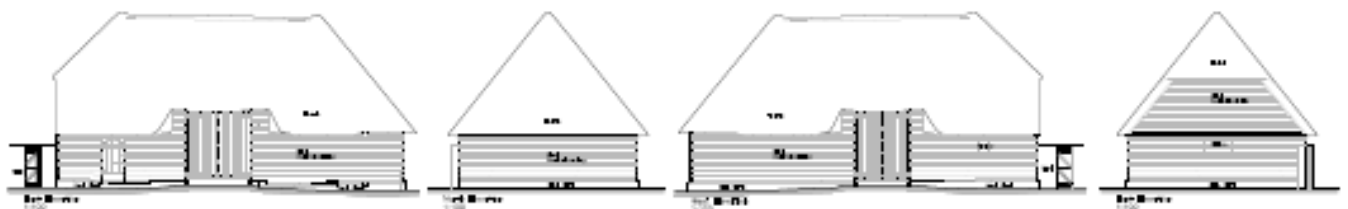
Board of Trustees' Annual Report 2018

for the year ended 31 December 2018

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Ref: Condition Survey by Whitworth Co-partnership (2015)

A. Chair's Introduction

I have to begin by saying a huge thank you to all of our volunteers, as a small charity with no paid staff, we simply could not continue without their support and dedication.

We have been working hard to secure the future of the Tithe Barn, in Landbeach, for everyone to enjoy. We have worked tirelessly to build a resilient organisation, engage the community, host events, raise funds and undertake feasibility work. We have just completed a competitive procurement process to identify a specialist conservation contractor to undertake urgent repairs to the Barn that are needed to save it from collapse and keep it open to the public. Alongside of this we have prepared and submitted an application for Listed Building Consent, so we are ready to begin the works, subject to securing the much needed remaining funds. Our thanks go to the Architectural Heritage Fund and the Pilgrim Trust for awarding a total of £12,000 in grants enabling us to work with Ingham Pinnock Associates to develop an option appraisal and provide fundraising support. We are also appreciative of the Foundation for Social Improvement and Department for Digital, Culture, Media and Sport for awarding a bursary enabling one of our volunteers to complete a Fundraising qualification.

Around six hundred recorded visitors to the Tithe Barn this year attended a wide range of events from Shakespeare to Carols. It has been a genuine community effort and with the help of organisations such as the Cambridge School of Visual and Performing Arts we have been able to successfully pilot 'test' events and activities which are part of our vision for the future of the Tithe Barn. Returning visitors have included the University of Cambridge teaching Masters Students about vernacular buildings and the local preschool group learning through play about their local built heritage. New users have been welcomed such as Anglia Ruskin University Film and Television production students using the Barn as a film location.

We are incredibly grateful for all the support received for the Tithe Barn project, including over £60,000 in generous public donations, as well as the varied professional pro bono advice and encouragement we have received. Pro bono legal advice from Eversheds Sutherland has been invaluable in enabling us to secure the ninety nine year lease of the Tithe Barn. Further thanks go to Scotsdales Horningsea and Tesco Milton for donating event prizes. Help from Peter Hatley, our incredibly supportive neighbour Farmer, is much appreciated too.

Volunteer research has shed light on historic records including the Landbeach Terrier of 1459 which perhaps hints of evidence of the existing Tithe Barn dating to an earlier period than originally thought. Our thanks also go to Dr Lucy Hughes, Archivist at Corpus Christi College, Cambridge, for allowing access to the historical records.

A giant tarpaulin continues to cover the leaking roof, but the barn is deteriorating. Unless we act now we could lose this treasure that has so much potential to be something wonderful for local residents and Cambridgeshire. We welcome your support, which will make a big difference to a small charity and will provide a future for this special building.

Gemma O'Shea, Chair of the Tithe Barn Trust



A Midsummer Night's Dream by Cambridge School of Visual and Performing Arts (June 2018)

B. Objectives and Activities

The Tithe Barn Trust's charitable objective, as set out in the November 2017 Constitution:

“To preserve and restore for the benefit of the public the historic Tithe Barn at Landbeach in Cambridgeshire, and to provide the public with access to the Barn in order to educate the public about its history and heritage.”

Our aim is to provide a sustainable future for the Tithe Barn, so that it generates its own income, not just for its sympathetic restoration, but also improving access, providing basic facilities and for its ongoing maintenance, long-term preservation and community use.

Our aims are:

- to sympathetically restore and maintain the remarkable site – the Tithe Barn, its land and its wider surroundings
- to maximise public access for all to the site for local communities and from further afield and to value it being part of the local heritage and leisure provisions
- to deliver sustainable, efficient and effective core activities and management for the site to generate income to support its long-term upkeep as a not-for-profit venture
- where beneficial to develop sustainable and effective partnerships with others
- to acquire other property of benefit to the site
- to raise awareness of the site's unique and special qualities and character – in terms of heritage, landscape and culture
- to carry out exemplar educational events/community-based and/ or income generating activities and to enable full interpretation of the site's diverse heritage
- to help interested communities, groups and individuals or similar to aid the upkeep of the site

In accordance with the Charities Act 2001, the Trustees confirm they have complied with their duty to have a due regard to the guidance on public benefit in exercising their powers and duties.

The Trust provides access to the historic Landbeach Tithe Barn and its surrounding green space. The green space is accessible all year round and affords a tranquil countryside setting with borrowed views over a grazed common.

The Trust offers free or low cost entry to our Tithe Barn open days, events and diverse educational activities for young and old. Access is open to anybody – local, regional and visitors from further afield and membership is open to all.

We also involve many people as part of the planned restoration programme – from amateurs to professionals to ensure an inclusive project is achieved well embedded within the village community and wider area.

A Special Thank You

Special thanks go to our supporters from the Architectural Heritage Fund to the Pilgrim Trust, to anonymous donors and our other many donors, all specialists and professionals providing pro-bono advice, all of our members and volunteers.

Pro-bono work and other support has been carried out to date by:

- Conservation Construction Ltd, Littleport – wildlife survey within barn
- Purcell, Cambridge – architectural advice and feasibility study
- Eversheds – legal advice (draft lease)
- Pro-Help – liaising and arranging pro bono advice
- Buckles Solicitors - legal advice regarding trustee personal liability
- GRT Print Solutions – leaflet and poster printing
- Cosworth – cleaning the Tithe Barn
- Manor Farm, Peter Hatley – Landbeach
- Tesco – Donation of event prizes in 2018
- Urban&Civic – technical advice on the services and utilities requirements
- Landbeach Parish Council – grass cutting and general support
- Pete Jennings – storyteller
- Holli Bielby, Waterbeach Guides – face painting
- Waterbeach and Landbeach Action for Youth (WAY) – event support
- Dr Adam Menuge, University of Cambridge – Interim Historic Building Report
- Dr Janet Townsend-Stojic, Measurement Matters – project planning & bid support
- Bremner Partnership – initial quantity surveyor costings
- Dr Martin Bridge, Oxford Dendrochronology Laboratory – Dendrochronology
- Fen Edge Archaeology Group – Geophysics
- Cambridge Film Trust – Staging our first pop up cinema event
- Cambridge School of Visual & Performing Arts – Shakespeare event
- Scotsdales Garden Centre – donation of prizes for our ‘Fruit & Veg competition’ event at the Barn

C. Achievements and Performance 2018

- **Liaison with South Cambridgeshire District Council** (as the Freeholder of the Tithe Barn) and their professional advisers and teams; this includes
 - attending regular liaison meetings
 - discussions about the draft 99 year lease
 - arranging building insurance
- **Liaised with a wide range of professionals to understand better the site and its heritage**
 - Liaison with Archaeology Officer, Cambridgeshire County Council
 - Developed a better understanding of the Barn’s historic significance
 - Detailed Schedule of Works by the Morton Partnership, Structural Engineers (December 2018)
 - Commissioned a Restoration works Tender invitation package with Purcell Architects (December 2018)
 - Commissioned a Topographical survey by Survey Solutions (February 2018). Our thanks go to South Cambridgeshire District Council for covering the cost of this survey
- **Staged test events for the local community**
 - First community theatre event at the Tithe Barn staged by Cambridge School of Visual & Performing Arts
 - The first of many events trialled including a Concert, Apple gifting and Carols.
- **Liaison with neighbours**
 - Ely Diocesan Board of Finance – lifting restrictive covenant (including alcohol usage)

-
- Local farmer
 - Old Rectory – sharing space (maintenance access to building facades)

 - **Undertaking heritage works**
 - Submitted a Listed Building Consent application for the restoration works
 - Commenced restoration of the countryside hedge along access track and overall widening of track

 - **Membership & volunteering**
 - Updated website for the Tithe Barn and its Trust
 - Issued e-newsletters
 - Organised ‘Outdoor Gym’ activities which include hedge and path management

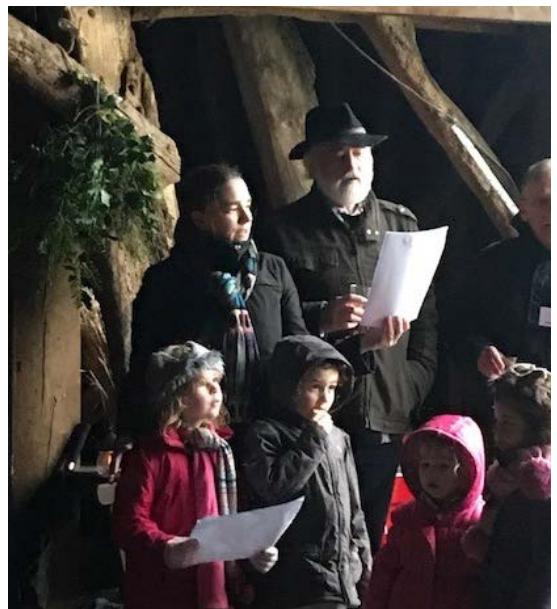
 - **Fundraising**
 - Awarded a Project Development grant from the Architectural Heritage Fund and the Pilgrim Trust
 - Prepared further grant application bids with Ingham Pinnock Consultants

 - **Education and Learning**
 - The Trust held varied open days at the Barn with almost 600 visitors attending in 2018
 - 12 Open Days – including participating in Heritage Open Days
 - Beach Babies pre-schoolers continue to regularly visit the Tithe Barn
 - Mst Building History students from the University of Cambridge visited as part of their studies

 - **Outreach**
 - Held a stall at Waterbeach Feast
 - Attended the National Hyacinth Open Days in Waterbeach
 - Ran a stall at Cottenham Fun Run

 - **Media** – during this financial year we have had
 - various articles published in the Cambridge Independent, Ely Standard and local publications
 - Featured on BBC Radio Cambridgeshire and Cambridge 105FM





Theatre, open days, education visits and carols at the Tithe Barn in 2018



A concert, a topographical survey and local pre-schoolers grinding grain to flour

D. Financial Review

The accounts show a surplus for the year as donations and fundraising have exceeded expenses by £391. Considerable effort has been made to manage the day to day expenses and keep them to a minimum, whilst ongoing efforts are made to secure grant funding for the major works to the building.

Cash Balances at the end of the year are at £65,091, (2017 - £66,355) as a result of this good management of expenditure and therefore the income secured in previous years has been well maintained.

Current running costs are adequately covered by fund raising events and open days held by the Trust and supported by its dedicated group of volunteers.

- Single and joint memberships have increased again in 2018 by 10% however there have been no Life Memberships which made a significant contribution to memberships in 2017.
- Fundraising from open days and events have gained traction again this year with an increase of 30% in income received against 2017.
- Donations have seen a very small decrease in 2018 and we have seen a significant shift to the use of the online donations facility.
- Along with regular running costs the only significant payment made during the year was to Purcell Architects of £4140 for submission of a Listed Building Consent application and preparation of technical documentation including drawings, specifications and contract prelims to create the works tender package.

The Tithe Barn Trust relies on donations and fundraising to continue in its charitable objective to provide the public with access to the barn and the current levels of income comfortably cover the current running costs to do so. However, the Trust now needs to secure significant grant funding to ensure the long-term future of the barn. Grant funding is needed so that essential repair work can be carried out to restore the barn and ensure its continued long-term use.

The accounts show unrestricted reserves of £66,745. Going forward in accordance with our current Reserves Policy our critical level of reserves is £1000, this would allow us 6 months to cover administrative costs, wind down the charity and removal from the site, any items belonging to the Trust and as required. Once the funding has been secured for the restoration of the barn the Reserves Policy will be reviewed and revised to ensure any committed costs and maintenance and management of the barn are covered sufficiently.

Carolyn Göhler, Treasurer, Tithe Barn Trust

E. Structure, Governance and Management

The Tithe Barn Trust is a Charitable Incorporated Organisation (CIO). The CIO is governed by its constitution, dated 14th November 2017, based on the Charity Commission's Foundation model constitution document.

The Tithe Barn Trust's governing body is the Board of Trustees currently comprising of seven Trustees, elected by majority vote at Trustee meetings. The Trustees have full decision-making authority on behalf of the Trust.

Trustee Name:	Office (if any)
Gemma O'Shea	Chair
Carolin Göhler	Treasurer (March 2018 – December 2018)
Robert Stripe	Membership secretary
Alan Shipp	
Melanie Hale	
Richard Taylor	
Steve Ellison	

Trustees undergo an initial induction and ongoing training which is appropriate in relation to their skills and experience. All Trustees support the Trust wholly in a voluntary, unpaid capacity.

The main duties of the trustees are:

- Ensure the charity is carrying out its purposes for the public benefit
- Comply with the charity's governing document and the law
- Act in the charity's best interests
- Manage the charity's resources responsibly
- Act with reasonable care and skill
- Ensure the charity is accountable.

Committee Members	Office (if any)
Maggie Stephens	Secretary
Ray Gambell	

Committee members and volunteers support the Board in planning and executing restoration works, as well as varied events and activities. Volunteers with specialist skills act in an advisory capacity to the Board and at times work with other volunteers and Trustees as part of working groups to develop aspects of the work of the charity.

Open Days, guided tours, fundraising, building and nature conservation and other activities are supported by local volunteers – without their enthusiasm, strong support and commitment we would not have achieved as much as we have to date.

F. Reference and Administration Information

The Tithe Barn Trust CIO, also known as The Tithe Barn Trust became a Charitable Incorporated Organisation (CIO) in May 2016 under charity number 1167108.

Registered address: 87 Waterbeach Road, Landbeach, Cambridge CB25 9FA

E-mail: tithebarntrust@gmail.com

Website: www.tithebarntrust.org.uk



Declaration

The Trustees declare that they have approved the trustees annual report above.

Signed by the Chair on behalf of the charity's trustees

Signed:

A handwritten signature in black ink that reads "Co Shea".

Date: 28/04/19

G. Plans for the Future

Our vision is to ensure the long-term survival of the rare and ancient Tithe Barn by breathing new life into the site for everyone to enjoy. We aim to open the barn to a wider audience and tell its story. We are working on a robust funding plan to ensure we secure the funds to restore the barn and improve access for all.

Our aim is to bring the site to life with new accessible and imaginative interpretation and by developing an exciting programme of events and activities designed to engage a broad audience. We are a young organisation, but we are already instigating projects and beginning to work with a range of partners to develop and test our outline business plan.



H. Financial Statements

TITHE BARN TRUST

Profit and Loss Account

For the Year Ended 31 December 2018

	2018	2017
	£	£
INCOME		
MEMBERSHIP		
Single and Joint membership	370	335
Life Membership	0	750
Total membership	370	1,085
DONATIONS & FUNDRAISING		
Converted pledges	0	60,850
Open Days and Events	1,374	1,059
Online Donations	1,491	661
Corporate/ Other Donations	612	1,670
Total Donations	3,477	64,240
GRANTS		
Grants From Charities	0	2,700
Total Grants	0	2,700
OTHER INCOME		
Gift Aid	2,333	1,679
Interest and Other Income	113	1
Total Other Income	2,445	1,680
TOTAL INCOME	6,292	69,705
EXPENDITURE		
CONTRACTOR COSTS AND FEES		
Grounds Maintenance	0	264
Architects	4,140	2,400
Quantity Surveyors	0	480
Structural Engineers	0	1,320
Training Costs	68	190
Membership Fees	95	100
Total Contractor costs & Fees	4,303	4,754
FUNDRAISING COSTS		
Printing	201	103
Other Fundraising Costs	202	134
Total Fundraising Costs	403	237
OTHER COSTS		
Insurance	368	316
Safety & Other Equipment	409	90
Porta-Loo	54	636
Bank Charges	115	93
Other	250	80
Total Other Costs	1,196	1,215
TOTAL EXPENDITURE	5,901	6,206
NET SURPLUS/ (DEFICIT)	391	63,499
Reconciliation of Funds:		
Total Funds Brought Forward	66,355	2,856
Total Funds Carried Forward	66,745	66,355

TITHE BARN TRUST**Statement of Assets & Liabilities****As at 31 December 2018**

	2018	2017
	£	£
CURRENT ASSETS		
CASH BALANCES		
CAF Bank Account	56,125	59,515
Cambridge Building Society	8,117	6,616
Paypal	1,659	224
Total Cash Balances	65,901	66,355
CREDITORS AND ACCRUALS		
Accruals	845	0
Total Creditors and Accruals	845	0
TOTAL NET ASSETS	66,745	66,355
FUNDS OF THE CHARITY		
Unrestricted Funds	66,745	66,355
Total Funds	66,745	66,355