

**Report of the Trustees and
Audited Financial Statements for the Year Ended 30 April 2014
For The United Kingdom Antarctic Heritage Trust**

United Kingdom Antarctic Heritage Trust

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United Kingdom Antarctic Heritage Trust

Report of the Trustees for the Year Ended 30 April 2014

The trustees present their report with the financial statements of the charity for the year ended 30 April 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1024911

Principal address

High Cross
Madingley Road
Cambridge
CB3 0ET

Trustees

Louisa Bolch	
Gavin Booth	
Selina Fellows	
Meredith Hooper	
Donald Lamont	Chairman
John Pye	
Mark Rawdon	
Ian Rushby	Hon. Treasurer
Adam Wilton	

Auditors

BPU Limited
Chartered Accountants
Statutory Auditor
Radnor House
Greenwood Close
Cardiff Gate Business Park
Cardiff
CF23 8AA

Director and Secretary

Rachel Morgan

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust Deed, held by the Charity Commissioners, states that the aim of the charity is to advance the education of the public in particular by the preservation and protection of their Antarctic heritage.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Management

The United Kingdom Antarctic Heritage Trust (the Trust) was constituted by a declaration of trust made on 28 July 1993 and is an unincorporated charitable trust. Its subsidiary trading company, Antarctic Heritage Limited, was incorporated on 12 May 2005 under a Memorandum and Articles of Association and is a private company limited by shares.

The trust deed requires that the number of trustees shall not be less than four nor more than twelve. The current trustees are set out on page 1. The trustees may delegate to three or more managing trustees the exercise of all powers of trustees except the powers of appointment of new trustees, appointment of the chairman, hon. secretary and hon. treasurer, approval of Accounts, amendment of the Trust Deed and dissolution of the trust. The managing trustees during the year were the Chairman, Hon. Treasurer and Adam Wilton.

New trustees are appointed by a resolution of the trustees. As new trustees are appointed they are supplied with a package outlining the structure of the organisation, notes of being a trustee and good governance, a copy of the trust deed and a skills audit. When appropriate an induction and review session is also arranged.

The trustees met twice formally during the year on 2 October 2013 and 11 March 2014.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk document is in place and reviewed annually.

OBJECTIVES AND ACTIVITIES

Public Benefit Delivery and Charitable Activities

The object of the charity is to advance the education of the UK public in particular by the preservation and protection of their Antarctic heritage. The object of the subsidiary company is to support the object of the Trust through its trading activities. In addition the Trust has formulated a strategic plan which outlines two aims: to conserve Antarctica's historic sites and artefacts, and to engage in public education and outreach. Sub-committees were able to advise on conservation policy, finance, and public engagement.

Charitable donations were made to:

- Dundee Heritage Trust received nearly £5,000 for medical equipment belonging to Koetliz.
- Cheltenham Art Gallery and Museum received £25,000 for a controlled cabinet for Wilson artwork.
- The Scott Polar Research Institute (SPRI) received a third and final tranche of funds (£34,336) for its conservator. A new grant of £50,000 for the 2014 calendar year was being made being the first of three.
- The New Zealand Antarctic Heritage Trust (NZAH) received a grant of £100,000 for the work on the Discovery hut (using the legacy from Barbara Debenham) and Cape Adare.
- The Falkland Islands Museum and National Trust (FIMNT) received a grant of nearly £75,000 for the relocation and enhancement of the Reclus hut exhibit.
- Further expenditure was made on outreach which included increased public relations activity.
- Further conservation was carried out on the flooring in Bransfield House and Wordie House.
- Funds continued to be available for the British Antarctic Oral History Project with most urgent interviews now completed. We have established the project as the principal funder in collaboration with the British Antarctic Survey (BAS), BAS Club and the SPRI. Additional funding has come from the Government of the British Antarctic Territory (GBAT) and Capital International. Now over 200 audio and video recordings lie with the BAS Archives Service.

**Report of the Trustees
for the Year Ended 30 April 2014**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

It has been another successful year for the Trust with some major grants and legacies received:

- Forrest Mars Jnr made a significant donation of £25,576 for Peninsula conservation. This could be used in future restoration works soon to be taken on at Horseshoe and Stonington.
- Hapag-Lloyd continued its on ship auctions and raised £10,318 for the Trust. Hapag Lloyd has now raised over £50,000 over the years.
- As has now become customary, the GBAT donated to the Trust half of the proceeds of stamp sales arising from Port Lockroy. This donation amounted to £23,016.
- And again Sir Edward Lewis Foundation donated £2,000.
- Friends of the Antarctic continue to provide a proportion of income amounting to over £15,000.
- The trading arm once again provided the lion's share of income amounting to £113,268.

Additional achievements

- We had articles in the International Association of Antarctica Tour Operators (IAATO) press, BAS Icesheet, BAS Club, New Zealand Antarctic Society, numerous local, European and worldwide papers, radio, and TV.
- Our sister organisation, the New Zealand Antarctic Heritage Trust, continued to fund-raise successfully for their projects in the Ross Sea.
- The Trust coordinates Antarctica 100, a group of over 50 institutions with an interest in Antarctic heritage. This is a mutually-supportive group which works to share knowledge and resources to further the public's awareness of Britain's long and distinguished story of Antarctic endeavour.
- The BBC commissioned AGB Films to make a film, 'Penguin Post Office', based from Port Lockroy, which will be aired next year.

We remained on excellent terms with our key stakeholders, GBAT, IAATO, BAS, and SPRI. The season on the Peninsula was again successful with the highest spend per head. Numbers were down because of the ice problems early season.

We are enormously grateful to IAATO members in particular Hurtigruten and Lindblad Expeditions. Also SkyEye Communications; Tog24; the British Antarctic Survey and the Royal Navy for their continuing support.

The number of 'Friends of Antarctica' remained constant with record numbers at over 700. Besides the bulk of sales turnover at Port Lockroy, online sales have continued to grow with the website improvement.

Our annual staff recruitment and training go from strength to strength. We are grateful to those who assist us with this: Alan Carroll, Richard Hanson, Dave Burkitt, Jonathan Selby.

FINANCIAL REVIEW

Review of transactions and financial position

The trust recorded a (deficit) of **£(281,487)** during the year (before the gift aid passed up from the trading subsidiary) and a (loss) during the year of **£(159,754)** (after the gift aid passed up from the trading company). Total incoming resources for the year were **£117,818**, (again excluding the gift aid from the subsidiary) representing a decrease of **48%** compared to the previous year's non trading activities. The subsidiary trading company recorded a profit for its sixth full year of trade of **£121,733**, This profit will be gift aided to the charity and has therefore been duly noted as income in the trust and as an outgoing in the company.

FINANCIAL REVIEW

Policy on reserves

The Trust has set its minimum level of reserves at **£725,000** which will provide sufficient resources to continue the charitable activities of the Trust in the event that income and fundraising in any particular year are interrupted and fall short of the Trust's expenditure. This is sufficient to continue the current planned conservation activity in the Antarctic Peninsula ; to operate at Port Lockroy until the end of the 2014/15 season without income from Antarctic Heritage Limited ; and to maintain a minimum level of management and administrative support for following years.

The budget demonstrated that the Trust was financially in a place which enabled it to move into a new phase of investment in its own activities. Hitherto it had been engaged in fund-raising for the Ross Sea huts and involved with launching the Peninsula programme.

The Trust held reserves of **£908,689** at the end of the year which the Trustees deem to be **£183,689** above the reserves required to maintain operations. This sum is available for additional grant making activities and conservation activities in furtherance of the Trust's charitable objectives. The trustees will continue to review the reserves policy annually to ensure that it remains valid and that reserves remain within acceptable parameters.

Funds over and above the Trust's costs are available for use for the Trust's purposes, subject to the approximate proportions outlined above and the planned build-up of reserves. The trustees are satisfied that the financial situation of the Trust is satisfactory.

Investment policy

The charity invests surplus funds for medium to long term on the best terms available for the period of time for which the funds are available; **£300,000** was invested with Octopus Investments in April 2012. This fund currently stands at **£357,806**.

FUTURE DEVELOPMENTS

The thrust of the UKAHT's activities continues on the Antarctic Peninsula with a view to increasing emphasis on outreach and support to UK institutions.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the Report of the Trustees 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, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to 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.

THIS REPORT WAS APPROVED BY THE BOARD:

.....
Ian Rushby - Trustee

Date:

Report of the Independent Auditors to the Trustees of United Kingdom Antarctic Heritage Trust

We have audited the financial statements of United Kingdom Antarctic Heritage Trust for the year ended 30 April 2014 on pages eight to fifteen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page five, the trustees are responsible for the preparation of the financial statements which give a true and fair view.

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 April 2014 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Report of the Independent Auditors to the Trustees of
United Kingdom Antarctic Heritage Trust**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

BPU Limited
Chartered Accountants
Statutory Auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Date:

United Kingdom Antarctic Heritage Trust

Statement of Financial Activities
for the Year Ended 30 April 2014

	Notes	2014 Unrestricted funds £	2013 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	60,731	134,706
Activities for generating funds	3	144,749	182,713
Investment income	4	34,071	51,038
Total incoming resources		239,551	368,457
RESOURCES EXPENDED			
Costs of generating funds			
Costs of generating voluntary income	5	-	3,625
Charitable activities			
Scott's Hut	6	-	5,520
Ross Sea Huts (NZAHT)		100,000	-
Scott Polar Research Inst		84,336	-
Peninsula conservation & wages		81,971	79,194
Reclus Hut (FIMNT)		74,076	-
Wordie House		8,421	-
Cheltenham museum		25,000	-
Dundee Heritage Trust		4,985	9,828
Oral History project		7,850	18,911
Other donations less than £5,000		2,070	13,414
Outreach		2,500	40,886
Edgar Evans Statue Appeal		-	10,000
Governance costs	7	5,146	6,293
Other resources expended	8	2,950	4,255
Total resources expended		399,305	191,926
NET INCOMING/(OUTGOING) RESOURCES		(159,754)	176,531
RECONCILIATION OF FUNDS			
Total funds brought forward		1,068,443	891,912
TOTAL FUNDS CARRIED FORWARD		908,689	1,068,443

CONTINUING OPERATIONS

All incoming resources and resources expended arise from continuing activities.

The notes form part of these financial statements

United Kingdom Antarctic Heritage Trust

Balance Sheet
At 30 April 2014

	Notes	2014 Unrestricted funds £	2013 Total funds £
FIXED ASSETS			
Investments	11	1	1
CURRENT ASSETS			
Debtors	12	253,437	288,061
Investments	13	357,806	333,403
Cash at bank		305,693	458,024
		916,936	1,079,488
CREDITORS			
Amounts falling due within one year	14	(8,248)	(11,046)
NET CURRENT ASSETS		908,688	1,068,442
TOTAL ASSETS LESS CURRENT LIABILITIES		908,689	1,068,443
NET ASSETS		908,689	1,068,443
FUNDS			
Unrestricted funds	15	908,689	1,068,443
TOTAL FUNDS		908,689	1,068,443

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Donald Lamont -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Financial reporting standard number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Lifetime subscriptions

Lifetime membership subscriptions are recognised in the accounts in the year in which they are received.

Investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the period.

Notes to the Financial Statements - continued
for the Year Ended 30 April 2014

2. VOLUNTARY INCOME

	2014	2013
	£	£
Friends of Antarctica	15,151	15,799
Sundry donations under £1,000	6,216	9,790
Barbara Debenham legacy	-	43,244
Sir Edward Lewis Foundation	2,000	2,000
Hapag-Lloyd Cruise ships	10,318	11,694
Oral History project	430	4,920
Forrest Mars	25,576	45,384
Detaille & Wordie	-	1,875
Capital International	1,040	-
	<u>60,731</u>	<u>134,706</u>

3. ACTIVITIES FOR GENERATING FUNDS

	2014	2013
	£	£
Gift aid from trading company	121,733	142,414
Scott's Hut	-	5,520
British Antarctic Territories Grant	23,016	34,779
	<u>144,749</u>	<u>182,713</u>

4. INVESTMENT INCOME

	2014	2013
	£	£
Interest receivable	668	1,635
Interest on AHL loan	9,000	16,000
Octopus investments gain	24,403	33,403
	<u>34,071</u>	<u>51,038</u>

5. COSTS OF GENERATING VOLUNTARY INCOME

	2014	2013
	£	£
Antarctic Times/Bergy Bits	<u>-</u>	<u>3,625</u>

6. CHARITABLE ACTIVITIES COSTS

All the trusts charitable activities costs are direct costs.

Further details of the Peninsula conservation & wages expenditure are detailed within note 10 to the accounts.

7. GOVERNANCE COSTS

	2014	2013
	£	£
Trustees' expenses	566	1,857
Accountancy	3,258	3,114
Insurance	<u>1,322</u>	<u>1,322</u>
	<u>5,146</u>	<u>6,293</u>

8. OTHER RESOURCES EXPENDED

	2014	2013
	£	£
Administrator fees & expenses	1,157	3,962
Travel & subsistence	<u>1,793</u>	<u>293</u>
	<u>2,950</u>	<u>4,255</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2014 nor for the year ended 30 April 2013.

Trustees' expenses

	2014	2013
	£	£
Trustees' expenses	<u>566</u>	<u>1,857</u>

Notes to the Financial Statements - continued
for the Year Ended 30 April 2014

10. STAFF COSTS

	2014	2013
	£	£
Wages & salaries	68,007	44,712
Social security costs	6,234	5,410
Transfer of wages costs	<u>-</u>	<u>12,523</u>
	<u>74,241</u>	<u>62,645</u>

Average number of employees/consultants during the year:-	2014	2013
	Number	Number
Conducting conservation activities	2	2
Management & administration	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</u>

2014 - The above balance of £74,241 was paid to UK staff. In addition to this a further £7,370 was paid directly to conservation contractors which, when added to the UK staff total, equates to £81,971. This total figure is detailed as Peninsula conservation and wages within the Statement of Financial Activities.

2013 - Wages costs were previously paid by the trading company Antarctic Heritage Limited with a transfer charge being made each year. It was decided, during 2013, that it would be appropriate to have certain staff members employed with the Trust and this has been actioned.

11. FIXED ASSET INVESTMENTS

	Unlisted investment s £
MARKET VALUE	
At 1 May 2013 and 30 April 2014	<u>1</u>
NET BOOK VALUE	
At 30 April 2014	<u><u>1</u></u>
At 30 April 2013	<u><u>1</u></u>

There were no investment assets outside the UK.

The balance represents the 1 £1 Ordinary share held in relation to the Trust's trading arm Antarctic Heritage Limited.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Other debtors	29,297	42,303
Amount owed by trading company	<u>224,140</u>	<u>245,758</u>
	<u>253,437</u>	<u>288,061</u>

13. CURRENT ASSET INVESTMENTS

	2014	2013
	£	£
Other	<u>357,806</u>	<u>333,403</u>

The investment is held by Octopus Investments, a professional management firm, as recommended by the Charities Aid Foundation on a medium term investment basis.

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014	2013
	£	£
Taxation and social security	3,064	4,301
Other creditors	<u>5,184</u>	<u>6,745</u>
	<u>8,248</u>	<u>11,046</u>

15. MOVEMENT IN FUNDS

	At 1/5/13	Net	At 30/4/14
	£	movement	£
		in funds	
		£	
Unrestricted funds			
General fund	1,068,443	(159,754)	908,689
	<u>1,068,443</u>	<u>(159,754)</u>	<u>908,689</u>
TOTAL FUNDS	<u>1,068,443</u>	<u>(159,754)</u>	<u>908,689</u>

16. RELATED PARTY DISCLOSURES

a) Related parties

(i) Trading subsidiary:-
Antarctic Heritage Limited

b) Loans to related parties

	Received in year £	Interest received in year £	Paid in year £	Debtor at year end £
2014				
Antarctic Heritage Limited	<u>(219,113)</u>	<u>9,000</u>	<u>209,176</u>	<u>102,407</u>
 2013				
Antarctic Heritage Limited	<u>(165,937)</u>	<u>16,000</u>	<u>234,561</u>	<u>103,344</u>

Interest is charged at a rate of 4.5% to 5.5% payable, at appropriate times, when the loan is repaid or partly repaid.

c) Gift aid from trading subsidiary

	Net value of supply in year £	Balance due at year end £
2014		
Trading subsidiary	<u>121,733</u>	<u>121,733</u>
 2013		
Trading subsidiary	<u>142,414</u>	<u>142,414</u>

The balance due in 16(b) and 16(c) are aggregated within note 12 above.