Manx Heritage Foundation (Registered Charity No. 333)

Members' report and financial statements

for the year ended 31 March 2013

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Foundation Information

For the year ended 31 March 2013

Members

Mr P Gawne MHK (Chairman)

Mr J Turner MLC Miss P Skillicorn Dr B Stowell

Mr A Pass (resigned 9 November 2012)

Mr D Wertheim Mr L O'Neill

Dr C Mackie (appointed 9 November 2012)

Administrator

Mr C Guard

Honorary Treasurer and

Responsible Financial Officer

Mr S Watterson (resigned 7 April 2013) Ms A Jones (appointed 7 April 2013)

Registered Charity Number

333

Office

PO Box 1986 Douglas Isle of Man IM99 1SR

Auditors

KPMG Audit LLC Heritage Court 41 Athol Street Douglas Isle of Man IM99 1HN

Bankers

Isle of Man Bank Limited

2 Athol Street Douglas Isle of Man IM99 1AN

Members' report

For the year ended 31 March 2013

The Members of the Foundation present their annual report and the audited financial statements for the year ended 31 March 2013.

Introduction

This statement provides a summary of the Foundation's financial performance for the year ended 31 March 2013. It has been prepared in accordance with the Isle of Man Statement of Recommended Practice 2007 on accounting for entities subject to the Audit Act 2006 ('the SORP') and subject to the Accounts and Audit Regulations 2007 to 2008 under the Audit Act 2006.

The individual accounts within the Statement are as follows:

The Income and Expenditure Account reports the net cost for the year of all functions for which the Foundation is responsible and how those costs are financed from income. Net expenditure is met from income from grants and miscellaneous income.

The Statement of the Movement on the General Fund Balance shows the surplus or deficit on the Income and Expenditure Account adjusted for the additional amounts which are required by statute and non-statutory proper practices to be charged or credited to the General Fund in determining the movement on the General Fund Balance for the year.

The movement on the General Fund Balance is related to the deficit of £142,153 (2012: £100,310) arising from the income and expenditure account for the year.

The Balance Sheet sets out the financial position of the Foundation at the end of the year.

The Cash Flow Statement summarises the inflows and outflows of cash arising from the Foundation's transactions with third parties during the year.

Results and transfer to reserves

The results and transfers to reserves for the year are set out on pages 9 and 10.

Auditors

The Auditors, KPMG Audit LLC, being eligible, have expressed their willingness to continue in office.

Members' report (continued) For the year ended 31 March 2013

Objects of the Foundation

The objects of Manx Heritage Foundation ("the Foundation") are defined in statute (Manx Heritage Foundation Act 1982) as follows:

- To promote and assist in the permanent preservation of the cultural heritage of the Island, and in particular to provide facilities for members of the public to enjoy and acquire knowledge of that heritage;
- To establish and maintain at St. John's in the Sheading of Glenfaba a centre for the promotion of, and encouragement of an active interest in, and the study of, the Island's cultural heritage by its people;
- To arrange and provide for or to join in arranging and providing for the holding of exhibitions, meetings, lectures and classes and the printing and publishing of any reports, pamphlets, periodicals, books or other documents in furtherance of these objects;
- To administer the Foundation in accordance with the provisions of Manx Heritage Foundation Act 1982;
- To do such other acts or things as are incidental to the attainment of the objects of the Foundation, and so far as may be necessary or desirable, to do such acts or things in collaboration with any person, body, institution, authority or otherwise; and
- To charge such fees for the Foundation's services as the members of the Foundation may consider reasonable.

The second object of the Foundation is contingent upon specific premises being 'no longer required for a school'. This has not yet arisen and is not likely to arise in the near future.

On behalf of the Foundation

Chairman

Statement of responsibilities in respect of the Members' report and the financial statements

The Foundation's responsibilities

The Foundation is required to:

- Make arrangement for the proper administration of its financial affairs and to ensure that
 one of its officers has the responsibility for the administration of those affairs. In the
 Foundation, that officer is the Responsible Financial Officer.
- Manage its affairs to secure economic, efficient and effective use of resources and safeguard its assets; and
- Approve the financial statements.

The Responsible Financial Officer's responsibilities

The Responsible Financial Officer is responsible for the preparation of the Foundation's Statement of Accounts in accordance with proper practices as set out in the Isle of Man Statement of Recommended Practice 2007 on accounting for entities subject to the Audit Act 2006 ("the SORP").

In preparing the Statement of Accounts, the Responsible Financial Officer is required to:

- Select suitable accounting policies and apply them consistently;
- · Make judgements and estimates that are reasonable and prudent; and
- Comply with the SORP.

The Responsible Financial Officer has also:

- Kept proper accounting records which were up to date; and
- Taken reasonable steps for the prevention and detection of fraud and other irregularities.

The Responsible Financial Officer should sign and date the Statement of Accounts, stating that it presents fairly the financial position of the Foundation at the accounting date and its income and expenditure for the year ended 31 March 2013.

Statement of Internal Financial Control

For the year ended 31 March 2013

Introduction

Regulation 8, paragraph 3(e) of the Accounts and Audit Regulations 2007 requires the Foundation to conduct a review at least once in a year of the effectiveness of its system of internal control and include a statement on internal control within the Foundation's Financial Statements.

This statement is made by the Foundation to the Isle of Man Government Treasury in accordance with the requirements of the Isle of Man Government's Corporate Governance Principles and Code of Conduct ("the code").

Responsibilities of the Members and the Responsible Financial Officer

The Members control strategy, policy and key financial and operational matters within the Foundation. In addition, it is the Members' responsibility to ensure that the work of the Responsible Financial Officer and other senior officers supports the strategy and policy approved by the Members.

The Members are responsible for implementing and maintaining systems of internal control and corporate governance which:

- Ensure compliance with legislation and other regulations;
- Safeguard public money, ensure that it is properly accounted for and that it is used economically, efficiently and effectively; and
- Support the achievement of the strategy, policies, aims and objectives approved by the Members.

In discharging this responsibility the Members work with senior officers to put in place arrangements for the governance of the Foundation's affairs and the stewardship of resources, in accordance with the Code.

Internal control and corporate governance environment

The Foundation's systems of internal control and corporate governance have been developed through an ongoing process designed to identify the principal risks, to evaluate the nature and extent of those risks and to manage them efficiently, effectively and economically. The following are considered to be key aspects of the internal control and corporate governance environment:

• Foundation's corporate governance framework

A corporate governance framework has been developed which documents the Foundation's policies and procedures in relation to community focus, performance, internal control, risk management, delegated authority, human resources management, standards of conduct and management of Health & Safety and the environment. The framework provides a structure for documenting the legislation, regulations, policies, procedures and other internal controls which, when taken together, form the Foundation's internal control and corporate governance environment.

Statement of Internal Financial Control (continued)

For the year ended 31 March 2013

Internal control and corporate governance environment (continued)

• Members meetings

The Foundation meets every two months and consists of a Chairman and 6 other Members. The Members receive reports from the Foundation's Officers on operational matters and ensure that the work of the Responsible Financial Officer and other senior officers supports the strategy and policy approved by the Members.

Review of internal control and corporate governance environment

The effectiveness of the Foundation's internal control and corporate governance arrangements is continuously assessed by the work of management and the Members.

Report on internal control and corporate governance environment

Attention is drawn to the fact that systems of internal control and corporate governance are designed to manage rather than eliminate the risk of failure to achieve objectives. They can therefore only provide reasonable and not absolute assurance. Accordingly, reasonable assurance is given that, the Foundation's internal control and corporate governance arrangements are adequate and operate effectively during the year ended 31 March 2013.

Signed _ Chairman

Signed RFO

Date 20 September 2013



Report of the Independent Auditors, KPMG Audit LLC, to the members of Manx Heritage Foundation

We have audited the financial statements of Manx Heritage Foundation ("the Charity") for the year ended 31 March 2013 which comprise the Income and Expenditure Account, the Statement of Movement in the General Fund Balance, the Balance Sheet, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the Charity's Members in accordance with section 5 of the Charities Registration Act 1989 and section 6 of the Audit Act 2006. Our audit work has been undertaken so that we might state to the Charity's Members those matters we are required to state to them in an auditor's 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 its Members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Members and Auditors

The Members' responsibilities for the preparation of the Member's Report and the financial statements in accordance with applicable law are set out in the Statement of Members' Responsibilities on page 4.

We have been appointed as auditors under section 5 of the Charities Registration Act 1989 and report in accordance with regulations made under that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and comply with the provisions of the documents constituting the Charity, and are properly prepared in accordance with the Accounts and Audit Regulations 2007 to 2008 made under the Audit Act 2006. We also report to you if, in our opinion, the Members' Report is not consistent with the financial statements, the Charity has not kept sufficient accounting records, if the Charity's financial statements are not in agreement with these accounting records or if we have not received all the information and explanations we require for our audit.

We read the Members' Report and consider the implications for our report if we become aware of any apparent misstatements within it. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information



Report of the Independent Auditors, KPMG Audit LLC, to the members of Manx Heritage Foundation (continued)

Basis of audit opinion

We conducted our audit in accordance with the Accounts and Audit Regulations 2007 to 2008 made under the Audit Act 2006 and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Members in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with UK Accounting Standards, of the state of the Charity's affairs as at 31 March 2013 and of its deficit and its source and application of funds for the year then ended; and
- have been prepared in accordance with the Accounts and Audit Regulations 2007 to 2008 made under the Audit Act 2006; and
- comply with the provisions of the documents constituting the Charity.

KPM6 Audit LLC 7 October 2013

KPMG Audit LLC

Chartered Accountants

Heritage Court

41 Athol Street

Douglas

Isle of Man

IM99 1HN

Income and Expenditure Account

for the year ended 31 March 2013

	Notes	£	2013 £	£	2012 £
Income Tynwald grant Lottery grant Net sales (expense) / revenue Miscellaneous income	<i>3 4</i>		100,000 329,109 (3,064) 6,690 432,735		107,000 311,319 5,472 1,869 425,660
Less: expenditure Grants made during the year Wages, salaries and honoraria (Decrease)/Increase in grants approved but not paid	1c,5	357,767 185,180 (21,255)		164,986 174,914 94,512	
General committee and office expenses Archive costs Depreciation Pensions contributions Occupancy, storage and	7	13,834 4,584 6,358 17,101		11,423 2,705 7,424 57,293	
distribution costs Insurance RBV Trophy Audit and accountancy fees Advertising	11	5,051 4,587 1,808		4,895 4,338 1,894 - 1,738	
Operating loss			575,015 (142,280)		(526,122) ——— (100,462)
Other income Bank interest receivable			127		152
Deficit for the year			(142,153)		(100,310)

The Members consider that all results derive from continuing activities.

In both the current and preceding financial years, there were no recognised gains or losses other than those dealt with in the profit and loss account.

The notes on pages 13 to 19 form part of these financial statements.

Statement of the movement in the General Fund balance for the year ended 31 March 2013

	2013 £	2012 £
Deficit on the Income and Expenditure Account Add back depreciation	(142,153) 6,358	(100,310) 7,424
	(135,794)	(92,886)
General fund balance brought forward	261,804	354,690
	126,010	261,804
	2013 £	2012 £
Balance brought forward Deficit for the year Transfer for the year from General Fund	(66,871) (142,153) 135,794 ————————————————————————————————————	(59,447) (100,310) 92,886 ———————————————————————————————————
General fund balance	126,010	261,804
Per balance sheet	52,780	194,933

The notes on pages 13 to 19 form part of the financial statements.

Balance sheet

as at 31 March 2013

	Notes	£	2013 £	£	2012 £
Fixed assets Tangible fixed assets	7		6,133		5,899
Current assets					
Stock and work in progress	3	6,508		7,688	
Debtors	9	5,822		9,547	
Cash at bank		205,041		411,078	
Loans	8	7,005		8,695	
		224,376		437,008	
Creditors: amounts falling due within one year					
Creditors and accruals	10	177,729		247,974	
		177,729		247,974	
Net current assets			46,647		189,034
Total assets less current					
liabilities			52,780		194,933
Represented by:					
Retained reserves			52,780		194,933
Foundation funds			52,780		194,933

The notes on pages 13 to 19 form part of the financial statements.

These financial statements were approved by the members on 20/9/2013 and were signed on their behalf by:

Responsible Financial Officer

Cash Flow Statement

for the year ended 31 March 2013

	2013	2012
	£	£
Cash flow from operating activities		
Deficit for the year	(142,153)	(100,310)
Interest received	(127)	(152)
Depreciation	6,358	7,424
Decrease in stock	1,180	6,478
Decrease in receivables	3,725	44,742
(Decrease)/Increase in payables	(70,245)	150,645
Cash generated from operations	(201,262)	108,827
Investment activities		
Interest received	127	152
Purchase of tangible fixed assets	(6,592)	(690)
Loans repaid	1,690	784
Net (decrease)/increase in cash and cash		
equivalents during the year	(206,037)	109,073
Cash and cash equivalents brought forward	411,078	302,005
Cash and cash equivalents carried		
forward	205,041	411,078

Notes

(forming part of the financial statements for the year ended 31 March 2013)

1 Accounting policies

a) Basis of accounting

These financial statements have been prepared under the historical cost convention.

b) Income and expenditure

The accounts of the Foundation are maintained on an accruals basis. Activity is accounted for in the year that it takes place, not simply when cash payments are made or received. In particular:

- Fees and charges due from customers are accounted for as income at the date the relevant goods or services are provided.
- Employee costs are charged as expenditure when they are due rather than paid, including any arrears of pay or pay awards.
- When income and expenditure has been recognised but cash has not been received
 or paid, a debtor or creditor for the relevant amount is recorded in the balance
 sheet. Where it is doubtful that debts will be settled, the balance of debtors is
 written down and a charge is made to revenue for the income that might not be
 collected.

c) Grants

Grants approved are accounted for on an accruals basis and any grant not claimed within two years of the date of its award is cancelled.

d) Publications

Commercial sales of publications are included in the income and expenditure account net of the related production costs (note 3). This element of income is accounted for on an accruals basis.

e) Tangible fixed assets

Tangible fixed assets are stated at cost and are subject to an annual depreciation charge. Fixed assets are depreciated on a straight line basis over the following periods, with a full year's depreciation being charged in the year of purchase and no charge in the year of sale.

(i) Computer equipment 3 years(ii) Other assets 5 years

The use of these depreciation methodologies means that the Foundation is not required to carry out a detailed impairment review at the end of each reporting period (SORP section 3.107(a)). However an impairment review should be carried out if events or changes in circumstances indicate that the carrying amount of a fixed asset may not be recoverable.

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

1 Accounting policies (continued)

f) Stock

Stock is carried at the lower of cost and net realisable value. The net realisable value of any item of stock is deemed to be nil if still held by the foundation three years after purchase.

2 Taxation

No provision for Manx Income Tax is provided for in these financial statements as the entity is a registered Foundation and not liable to Manx Income Tax.

3 Net sales (expense) / revenue

£	2013 £	£	2012 £
	5,572		14,972
(7,688)		(14,166)	
(7,456)		(2,926)	
-		(96)	
(15,144)		(17,188)	
11,012		12,414	
(4,504)		(4,726)	
6,508		7,688	
	(8,636)		(9,500)
	(3,064)		5,472
	(7,688) (7,456) ————————————————————————————————————	£ £ 5,572 (7,688) (7,456) (15,144) 11,012 (4,504) 6,508 (8,636)	£ £ £ £ 5,572 (7,688) (14,166) (2,926) (96) - (96) (15,144) (17,188) 11,012 (12,414 (4,726) (4,726) (4,726) (7,688) - (8,636)

The above sales are generated from the sale of books, CDs, DVDs, and other related products. These trading activities are carried out in accordance with the objects of the foundation.

4 Miscellaneous income

	2013 £	2012 £
Miscellaneous	6,690	1,869
	6,690	1,869

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

5 Grants made during the year

Grants made during the year	2013 £	2012 £
Archibald Knox Society – new website	-	1,150
Ballaugh Heritage Trust – railway goods shed		,
restoration	8,000	_
Barrule – grant for making album	9,425	_
Betjeman Society, IOM Branch – publishing grant		400
Caarjyn ny Gaelgey – St John's House	-	2,326
Castletown Heritage – publication grant	1,500	-,
Centre for Manx Studies – WW1 research	12,500	12,500
Centre for Manx Studies – Vernacular	•	,
Architecture conference	-	1,000
Centre for Manx Studies – "Finding the Celts"		•
study	5,000	_
Centre for Manx Studies – "Tourism & Identity"	,	
study	5,000	-
Centre for Manx Studies – Community		
Archaeology Programme	32,200	-
Sarah Christian – publishing grant	•	300
Commemorative/memorial plaques	-	120
Cooish grant	1,793	2,046
Russell Cowin - grant for making album	1,750	-
Rachel Crellin – Radio carbon dating	3,565	-
DAM Productions – Mannin Shorts film grant	16,000	-
Decorative & Fine Arts Society – church		
furnishings	302	-
Douglas Development Partnership – Raad ny		
Foillan marker	-	(2,000)
e-Reader publication of certain MHF titles	-	927
Education resources material	3,569	3,910
Groudle Glen Railway – Sea Lion Rocks Tea		
Rooms	-	10,000
Groudle Glen Railway – restoration of Sea Lion		
loco	11,049	
H & S Davidson Trust – publishing grant		2,262
Heather Hall – publication grant	250	-
Illiam Dhone commemorative project	15,280	-
Isle of Man Symphony Orchestra – publishing	000	
grant	900	-
Jurby Guardhouse Survey	-	816
Laxey & Lonan Heritage Trust – Mine Railway		, , , , , , , , , , , , , , , , , , ,
and Blacksmith's Yard	600	5,617
Lily Publications – publishing grants	1,500	-
Lily Publications – digitising <i>Keig Collection</i> of	10.000	
photos	10,000	1 500
Chris Littler – photographic surveys	3,750	1,500
Lorient Fastival attendance	782 1 206	2 ((0
Lorient Festival attendance	1,396	3,668

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

5 Grants made during the year (continued)

	2013 £	2012 £
Manx Music, Speech Dance Festival – bust of		
Miss ML Wood	2,750	_
Manx Language resources	38,347	19,646
Manx Language translation	9,173	17,561
Manx Litfest 2012 grant	5,000	, -
Manx Motor Racing Club - trophy	-	120
Manx music & dance – general development	44,832	38,984
Manx music website	,	2,025
Manx Transport Museum - restorations &		,
publicity	8,500	619
Manx Wildlife Trust – Ramsey Forest consultation	2,800	_
Musical instruments/singing lessons grants	3,279	_
New History of the Isle of Man DVD	, <u>.</u>	200
Oral History project	14,067	14,048
Peel Carnival	1,000	1,000
Pipe organ survey	, -	400
Photo records	1,329	1,614
Port St Mary Commissioners - Mona's Queen	•	•
Memorial	10,000	_
Pre-publication expenses	26,729	7,217
Publication royalties	1,334	333
St Bridget's Chapel organ restoration	17,500	-
Shennaghys Jiu	6,000	6,000
Robert Stimpson – publishing grant	•	1,750
Three Legs Festival grant	6,670	
Travel grants	5,096	-
Yn Cruinnaght	7,250	6,927
	357,767	164,986
		1 21110001

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

6 Grants approved but not paid

	2013 £	2012 £
Brought forward grants approved (Decrease) / increase in grants approved	181,104 (21,255)	86,592 94,512
Carried forward grants approved	159,849	181,104

7 Tangible fixed assets

	Computer Equipment & Software	Musical Equipment	Audio Equipment	Office & General Equipment	Video & Photo Equipment	Total
Cost						
At 31 March 2012	44,073	8,554	10,329	1,357	37,383	101,696
Additions	-	6,592	_	-	-	6,592
Disposals	<u>.</u>	-	-		-	-
At 31 March 2013	44,073	15,146	10,329	1,357	37,383	108,288
Depreciation						
At 31 March 2012	43,673	8,127	10,329	950	32,718	95,797
Charge for year	200	1,740	-	203	4,215	6,358
At 31 March 2013	43,873	9,867	10,329	1,153	36,933	102,155
Net book value:						
At 31 March 2013	200	5,279		204	450	6,133
At 31 March 2012	400	427	-	407	4,665	5,899
					<u></u>	

8 Loans

The charity has authority under Manx Heritage Foundation Act 1982 to make loans out of the Fund "on such terms as the Foundation may consider proper, to such persons and organisation as the Foundation may in its complete discretion consider suitable for the furtherance of the objects of the Foundation".

All loans awarded are unsecured, interest free and repayable in quarterly instalments over three years.

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

9 **Debtors**

10

	2013 £	2012 £
Trade debtors VAT	2,382 3,440	7,977 1,570
	5,822	9,547
Creditors and accruals		
	2013 £	2012 £
General accruals Provision for realignment of staff remuneration Grants payable (Note 6)	17,880	14,207 52,663 181,104
	177,729	247,974

11 Audit fee

The Foundation did not incur any fees relating to the external audit services during the period.

From 31 March 2011 the audit fees are being paid by the Isle of Man Government.

12 Salary

No employees were paid more than £50,000 during the year.

13 Members' Attendance Allowances

During the year 2012/13, members' allowances of Nil (2012: nil) were paid to the members in accordance with the provision of the Payments of Members' Expenses Act 1989.

Notes (continued)

(forming part of the financial statements for the year ended 31 March 2013)

14 Cash flow statement

The Foundation does not consider it necessary to complete the disclosures to the Cash Flow Statement, namely the Reconciliation of the Movement in Net Debt, and the Reconciliation of Financing and Liquid Resources, as the Foundation has no debt or financing arrangements therefore the disclosures would show nil movement.

15 Capital adjustment account

	2013 £	2012 £
Balance brought forward Deficit for the year Transfer for the year from General Fund	(66,871) (142,153) 135,794	(59,447) (100,310) 92,886
	(72,730)	(66,871)
General fund balance	126,010	261,804
Per balance sheet	52,780	194,933
