

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

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BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2016

**Directors of trustee
company**

Dr Donald Cameron (resigned 28 October 2015)
Cllr A Clarke
Mr M Davis
Prof J Dawes
Dr H Ford
Mr R Guthrie
Ms C Hildebrandt
Prof P Hyland
Ms M-L Luxemburg
Dr N Parish
Mr P Stephens (resigned 28 October 2015)
Mr M Sturge (elected 28 October 2015)
Mrs E Suchar, Vice Chair
Mr P Thomas (elected 28 October 2015)
Prof R Wendorf
Dr S Wharton, Chair

Trustee

Bath Royal Literary & Scientific Institution Trustees

**Charity registered
number**

304477

Principal office

16-18 Queen Square
Bath
BA1 2HN

Accountant

Bishop Fleming LLP
Chartered Accountants
16 Queen Square
Bristol
BS1 4NT

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2016

The Directors present their annual report together with the financial statements of Bath Royal Literary & Scientific Institution (the charity) for the year ended 31 March 2016. The Directors confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

The Bath Royal Literary and Scientific Institution (BRLSI) is an unincorporated association Registered Charity number 304477 (the Charity) run by volunteers. It is governed by the Scheme dated 29 September 1993, as amended by the Scheme dated 16 September 1997.

The Trustee of the Charity is Bath Royal Literary and Scientific Institution Trustees (the company), a company limited by guarantee with number 2857000. The company is regulated by its Memorandum and Articles of Association (M&A) dated 27 September 1993, as amended by special resolutions passed 12 April 1995, 21 February 1996, 2 July 1997, 10 February 1999, 28 June 2000, 4 December 2002 and 20 May 2010. The Articles of Association state that the members of the Company's Board of Management (the Directors as defined by Companies Acts) are the Directors of the company.

The premises and principal office of the BRLSI are at 16-18 Queen Square, Bath, BA1 2HN.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. ORGANISATION

The Memorandum and Articles of Association of the Trustee Company states that there shall be 15 Directors:

- Two Directors to be appointed by the University of Bath.
- One Director to be appointed by Bath Spa University
- Two Directors to be appointed, one each by two suitable establishments or societies to be determined from time to time by the Directors
- One Director to be appointed by West of England group of the Geologists' Association.
- Eight Directors to be elected by the members at a General Meeting.
- One Director to be appointed by Bath and North East Somerset Council or by such other Local Government Authority as shall take its place.

Directors

On the date the report was approved
Directors Nominated or Elected

Cllr Antony Clarke	B&NES Council
Mr Michael Davis	Elected
Prof Jonathan Dawes	The University of Bath
Dr Henry Ford	Elected
Mr Richard Guthrie	Elected
Ms Claudia Hildebrandt	The West of England group of the Geologists' Association
Prof Paul Hyland	Bath Spa University
Ms Marie-Louise Luxemburg	Elected
Dr Nina Parish	The University of Bath
Mr Martin Sturge	Elected
Mrs Elizabeth Suchar (Vice Chair)	Elected
Mr Paul Thomas	Elected
Prof Richard Wendorf	American Museum
Dr Steve Wharton (Chair)	Elected
Others who were directors during the period:	
Dr Donald Cameron	Elected (ending 28/10/2015)

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

Mr Paul Stephens

Elected (ending 28/10/2015)

b. APPOINTMENT OF DIRECTORS

Each Director appointed by B&NES is appointed for a term of office ending on the date of the appointment of his/her successor, which may be made at any time after the ordinary day of retirement of councillors next after his/her appointment. Each of the remaining appointed Directors is appointed for a term of three years and each elected Director for a period of three years from the date of the AGM at which he/she is elected.

No Director may serve more than three consecutive terms of three years each. An elected Director who has served nine years may stand after twelve months have elapsed since he or she ceased to be a Director. The Constitution requires that he/she must be elected by unanimous vote of the members present at the Annual General Meeting.

c. DIRECTOR INDUCTION AND TRAINING

New Directors are provided with copies of the Memorandum & Articles of the trustee company and the Governance document (which is under continuous review), together with relevant Charity Commission documents. They are given a tour of the BRLSI premises (including the Library and Collections), introduced to the permanent staff and the general running of the BRLSI is explained to them.

d. RISK MANAGEMENT

Close scrutiny of the operations of the Institution through detailed reporting of activity of subcommittees through the Management committee offers the Directors a thorough understanding of risks to the charitable aims of the institution. Delegated responsibilities are monitored closely by the Directors to ensure that the balance of risk is always in favour of the Institution's membership and the beneficiaries of its activities, while balancing that against the need to fulfil its responsibilities for preservation and conservation of its Grade 1 Listed premises and its extensive and historic collections.

The Directors oversee the Institution's compliance with statutory obligations, ensuring that the Management committee pays due attention to, for example, Health and Safety Policy, Equality and Diversity, Safeguarding and Insurance. The Directors continue to pay close attention to the potential risks associated with the governance of the institution, including the involvement of members in the Institutions management, the appointment and declaration of interest of Directors, and the proper employment of staff and compliance with trading activities in relation to BRLSI charity status. The Directors consider that there are no significant risks to the charitable activities of the institution and appropriate mitigation is in place for more moderate risks. In order to enhance further the Directors' appreciation for all areas of risk, a risk register incorporating mitigation measures has been established to ensure that systematic up to date monitoring of risk management strategies continues.

OBJECTIVES AND ACTIVITIES

a. BRLSI OBJECTIVES AND ACTIVITIES OVERVIEW

BRLSI's mission is to promote in Bath and North East Somerset and the surrounding area an interest in the arts and sciences, and to provide through its archives and collections resources for education, research and enjoyment.

Its function is to be a cultural centre for its members and the public, providing a wide ranging programme of lectures, discussions, science demonstrations and regular exhibitions of historical, scientific, literary and artistic significance and interest, and to serve as a meeting place for other societies and organisations. It also plays a part in promoting research and producing publications associated with its objectives, as well as conserving and managing its collections, some of them of national and international importance, making them accessible for study and learning.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

The Directors take seriously the role BRLSI plays in providing public benefit, admitting the public free of charge to almost all of its many exhibitions, offering its lectures at negligible cost to the public, and allowing anyone with specific interests in the Institutions wider collection the opportunity to view items on appointment free of charge.

ACHIEVEMENTS AND PERFORMANCE

a. GOING CONCERN

After making appropriate enquiries, the Directors 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. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW OF ACTIVITIES

In 2015-16 BRLSI continued to engage with various publics through its own Programme of lectures and exhibitions, including the completion of the thirteen-month, 23-lecture series on The Enlightenment in December 2015 which involved scholars of national and international renown and attracted large audiences. Overall the Institution's Programme provided some 150 lectures, workshops and other events.

Our Youth Activities programme (now known as Young BRLSI) with its Serious Fun Saturday Workshops for Kids outreach initiative which introduces children to all aspects of Science continued to grow from strength to strength, attracting a number of plaudits, and in association with the University of Bath we held a well-attended Young Researcher Event on campus on 17 October 2015 enabling participants to showcase their findings and collaborative work with the University. Our exhibitions range across the fields of Art, Science and Photography, and attract good attendances.

The BRLSI website continued to ensure BRLSI's events, activities and resources remain accessible to its members and the wider community. Plans discussed during the year included an expansion of its Online Museum, and it is our intention to ensure that the website more generally provides an inviting introductory portal to BRLSI and engagement with its activities. In addition to these in-house activities, BRLSI continued to operate joint events with a number of outside groups and work in collaboration with other local museums, and cooperates fully as a member of the Bath Museums Partnership.

c. INVESTMENT POLICY AND PERFORMANCE

The investments are held in Charity Common Investment Funds, some in equities and some in bonds. Holdings are reviewed quarterly by the Directors' investment advisors Ashcourt Rowan Financial Planning Ltd (now Towry Ltd) and a portfolio ratio of 75% equities and 25% fixed interest is followed. Investments have increased in value by £17,187 over the year including additions of £36,000. At the year end, the investments were valued at £600,970.

FINANCIAL REVIEW

a. OVERVIEW

The BRLSI aims to balance its revenue generation activities against its aspiration to provide as extensive and useful a facility for educational activities as possible, while ensuring the long-term sustainability of its freehold property, 16-18 Queen Square, Bath (a Grade I listed building) and its important scientific collections and books.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2016

Total incoming resources for the year were £323,846 (2015: £273,830) and total resources expended were £285,855 (2015: £220,417). Net outgoing resources were £7,237 (2015: net incoming resources - £53,413). Total funds as at 31 March 2016 were £3,124,051 (2015: £3,127,069).

b. RESERVES POLICY

The financial assets of the BRLSI are as follows: the building and contents; investments; and cash. In legal terms, part of the value of the building is considered as a straightforward asset directly supporting the aims of the institution while the remainder is considered investment property leased out to raise an income.

The Directors are committed to maintaining adequate reserves to continue the activities of the charity, including providing reserves to cover the sudden loss of significant rental income.

The Directors recognise that they need to generate more income in the future and are currently looking at options for designated income generating investments.

PLANS FOR FUTURE PERIODS

a. FUTURE DEVELOPMENTS

Future events include an exhibition in May 2016 jointly organised with Bristol Museums on Adela Breton, a Victorian traveller whose work did much to record aspects of Meso-American archaeology and culture; and continued rollout of Young BRLSI activities and workshops. We also intend to engage a Volunteer Coordinator better to harness the enthusiasm and support of members and volunteers in pursuit of the Institution's mission, aims and objectives.

The programme will continue to offer a range of subjects across the areas of interest outlined in our instruments of governance.

Further information may be found on the Institution's website www.brlsi.org, where Reports to Members presented at the AGM are also available.

This report was approved by the Directors on 30 June 2016 and signed on their behalf by:



**Dr S Wharton, Chair
Chair of Directors of Trustee Company**

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2016

INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

I report on the financial statements of the charity for the year ended 31 March 2016 which are set out on pages 8 to 21.

This report is made solely to the charity's Directors, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the charity's Directors those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Directors as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND EXAMINER

The charity's Directors are responsible for the preparation of the financial statements, and they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 Directors 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.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2016**

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 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Act
- have 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.

Signed:



Joseph Scaife FCA DChA

Dated:

11/7/16

BISHOP FLEMING LLP

Chartered Accountants

16 Queen Square

Bristol

BS1 4NT

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2016**

	Note	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
INCOME FROM:					
Donations and legacies	2	60,648	3,900	64,548	28,423
Activities for generating funds	3	131,464	-	131,464	119,418
Investments	4	22,382	-	22,382	20,901
Charitable activities		102,566	2,886	105,452	105,088
TOTAL INCOME		317,060	6,786	323,846	273,830
EXPENDITURE ON:					
Raising funds		9,091	-	9,091	7,983
Other charitable activities		271,654	5,110	276,764	212,434
TOTAL EXPENDITURE	8	280,745	5,110	285,855	220,417
NET INCOME BEFORE INVESTMENT GAINS/(LOSSES)					
Net gains/(losses) on investments	13	36,315 (41,009)	1,676 -	37,991 (41,009)	53,413 37,525
NET INCOME / (EXPENDITURE)		(4,694)	1,676	(3,018)	90,938
NET MOVEMENT IN FUNDS		(4,694)	1,676	(3,018)	90,938
RECONCILIATION OF FUNDS:					
Total funds at 1 April 2015		3,123,156	3,913	3,127,069	3,036,131
TOTAL FUNDS AT 31 MARCH 2016		3,118,462	5,589	3,124,051	3,127,069

All activities relate to continuing operations.

The notes on pages 11 to 21 form part of these financial statements.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**BALANCE SHEET
AS AT 31 MARCH 2016**

	Note	£	2016 £	£	2015 £
FIXED ASSETS					
Tangible assets	11	1,143,218		1,083,764	
Investment property	12	1,310,000		1,310,000	
Total tangible assets			2,453,218		2,393,764
Investments	13		600,970		583,783
			<u>3,054,188</u>		<u>2,977,547</u>
CURRENT ASSETS					
Debtors	14	59,457		52,560	
Cash at bank and in hand		78,928		179,559	
		<u>138,385</u>		<u>232,119</u>	
CREDITORS: amounts falling due within one year	15	(68,522)		(82,597)	
NET CURRENT ASSETS			69,863		149,522
NET ASSETS			<u>3,124,051</u>		<u>3,127,069</u>
CHARITY FUNDS					
Restricted funds	16		5,589		3,913
Unrestricted funds	16		3,118,462		3,123,156
TOTAL FUNDS			<u>3,124,051</u>		<u>3,127,069</u>

The financial statements were approved by the Directors on, and signed on their behalf, by:

30 June 2016

R Guthrie

Mr R Guthrie

The notes on pages 11 to 21 form part of these financial statements.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2016**

	Note	2016 £	2015 £
Cash flows from operating activities			
Net cash used in operating activities	18	<u>(24,323)</u>	<u>(6,303)</u>
Cash flows from investing activities:			
Dividends, interest and rents from investments		22,383	20,901
Purchase of property, plant and equipment		(62,691)	(3,000)
Proceeds from sale of investments		-	36,000
Purchase of investments		<u>(36,000)</u>	<u>-</u>
Net cash (used in)/provided by investing activities		<u>(76,308)</u>	<u>53,901</u>
Change in cash and cash equivalents in the year	19	(100,631)	47,598
Cash and cash equivalents brought forward		<u>179,559</u>	<u>131,961</u>
Cash and cash equivalents carried forward	19	<u>78,928</u>	<u>179,559</u>

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

1.2 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Directors in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.3 INCOME

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Directors' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES (continued)

1.4 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £1,000 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	-	20% Straight Line
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No depreciation is provided on the Charity's land and buildings. In the opinion of the Directors of the Trustee Company the building will have a residual value at least equal to its cost rendering a charge for depreciation negligible.

1.6 INVESTMENTS

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

1.7 INVESTMENT PROPERTY

The investment property is included in the Balance sheet at open market value in accordance with the Financial Reporting Standard 102 and is not depreciated.

1.8 OPERATING LEASES

Rentals under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

1.9 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.10 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

1.11 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES (continued)

1.12 CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.13 FINANCIAL INSTRUMENTS

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.14 MUSEUM COLLECTION

The charity's collection, which includes geological specimens, a herbarium and a library, is not capitalised or valued. These are considered to be heritage assets where reliable cost information is not available nor would a conventional valuation be appropriate.

2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Donations	29,837	3,900	33,737	28,423
Legacies	30,811	-	30,811	-
Total donations and legacies	<u>60,648</u>	<u>3,900</u>	<u>64,548</u>	<u>28,423</u>

3. FUNDRAISING INCOME

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Rents received	<u>131,464</u>	<u>-</u>	<u>131,464</u>	<u>119,418</u>

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

4. INVESTMENT INCOME

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Bank interest	185	-	185	157
Listed Securities	22,197	-	22,197	20,744
	<u>22,382</u>	<u>-</u>	<u>22,382</u>	<u>20,901</u>

5. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Activities undertaken directly 2016 £	Support costs 2016 £	Total 2016 £	Total 2015 £
Charitable activities	84,030	192,734	276,764	212,434
	<u>84,030</u>	<u>192,734</u>	<u>276,764</u>	<u>212,434</u>

6. DIRECT COSTS

	Charitable activities £	Total 2016 £	Total 2015 £
Other costs	34,761	34,761	24,607
Premises costs	18,777	18,777	12,856
Wages and salaries	30,492	30,492	28,780
	<u>84,030</u>	<u>84,030</u>	<u>66,243</u>

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

7. SUPPORT COSTS

	Total 2016	Total 2015
Other costs	32,059	26,789
Premises costs	84,980	49,481
Accountancy fees	3,750	3,750
Wages and salaries	71,945	66,171
	192,734	146,191

Direct costs are costs which are directly attributable to the generation of charitable income. Support costs are costs incurred in activities not directly associated with the generation of the charitable income.

8. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2016 £	Other costs 2016 £	Total 2016 £	Total 2015 £
Costs of generating voluntary income	-	9,091	9,091	7,983
COSTS OF GENERATING FUNDS	-	9,091	9,091	7,983
Charitable activities	102,437	174,327	276,764	208,684
Governance	-	-	-	3,750
	102,437	183,418	285,855	220,417

9. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets:		
- owned by the charity	3,237	2,037
Accountancy fees for independent examination	3,750	3,750

During the year, no Directors received any remuneration, benefits in kind or reimbursement of expenses in connection with their role as directors of the charity (2015: £NIL).

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

10. STAFF COSTS

Staff costs were as follows:

	2016 £	2015 £
Wages and salaries	<u>102,437</u>	<u>94,951</u>

The average monthly number of employees was: 5 (2015: 5) and the average monthly number of employees during the year expressed as full time equivalents was as follows (including casual and part-time staff):

	2016 No.	2015 No.
Collections	1	1
Support	4	4
	<u>5</u>	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year.

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Total £
COST			
At 1 April 2015	1,081,114	31,508	1,112,622
Additions	-	62,691	62,691
At 31 March 2016	<u>1,081,114</u>	<u>94,199</u>	<u>1,175,313</u>
DEPRECIATION			
At 1 April 2015	-	28,858	28,858
Charge for the year	-	3,237	3,237
At 31 March 2016	<u>-</u>	<u>32,095</u>	<u>32,095</u>
NET BOOK VALUE			
At 31 March 2016	<u>1,081,114</u>	<u>62,104</u>	<u>1,143,218</u>
At 31 March 2015	<u>1,081,114</u>	<u>2,650</u>	<u>1,083,764</u>

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

11. TANGIBLE FIXED ASSETS (continued)

The property 16-18 Queen Square is owned by Bath Royal Literary and Scientific Institution Trustees Limited which is the trustee for the charity. This company holds this property in trust for the charity.

An element of the property 16-18 Queen Square, Bath, is leased to generate rental income. It is this element of the property which has been classified as an investment asset.

The land and buildings relate to assets which were returned from Avon County Council when the institution was relaunched. The Directors continue to recognise the donated assets at their deemed cost of £1,081,114. Having obtained external advice, the Directors are satisfied that the current market value would be in excess of the recorded book value, but currently have elected not to adopt a policy of revaluing tangible fixed assets as permitted under FRS 102.

12. INVESTMENT PROPERTY

	Investment property £
VALUATION	
At 1 April 2015 and 31 March 2016	<u><u>1,310,000</u></u>

The investment property was revalued in 2014 by AL Brook FRICS of Brooks Chartered Surveyors, on an open market value for existing use basis. The directors believe that there is no material difference in the value of the property at the year end.

13. FIXED ASSET INVESTMENTS

	Listed securities £
MARKET VALUE	
At 1 April 2015	583,783
Additions	36,000
Revaluations	(18,813)
	<u>600,970</u>
At 31 March 2016	<u><u>600,970</u></u>

INVESTMENTS AT MARKET VALUE COMPRISE:

	2016 £	2015 £
Listed investments	<u><u>600,970</u></u>	<u><u>583,783</u></u>

All the fixed asset investments are held in the UK

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

14. DEBTORS

	2016 £	2015 £
Trade debtors	47,651	47,555
Prepayments and accrued income	11,806	5,005
	<u>59,457</u>	<u>52,560</u>

15. CREDITORS:
AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade creditors	33,581	36,254
Other taxation and social security	713	10,769
Accruals and deferred income	34,228	35,574
	<u>68,522</u>	<u>82,597</u>

DEFERRED INCOME

Deferred income at 1 April 2015	26,819
Resources deferred during the year	27,749
Amounts released from previous years	(26,819)
	<u>27,749</u>
Deferred income at 31 March 2016	<u>27,749</u>

16. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Gains, (Losses) and Transfers £	Carried Forward £
UNRESTRICTED FUNDS					
General Fund	512,548	286,249	(245,535)	(41,009)	512,253
Designated building maintenance fund	203,805	-	(34,623)	(62,691)	106,491
Fixtures and Fittings Fund	-	-	(587)	62,691	62,104
Freehold asset reserve	2,391,114	-	-	-	2,391,114
Designated Lovell Fund	3,000	-	-	-	3,000
Designated Valentine Fund	10,744	-	-	-	10,744
Designated Cassidy Fund	-	30,811	-	-	30,811
Designated Youth Activities Fund	1,474	-	-	-	1,474
Designated Mechanics Worldwide Fund	471	-	-	-	471
	<u>3,123,156</u>	<u>317,060</u>	<u>(280,745)</u>	<u>(41,009)</u>	<u>3,118,462</u>

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

16. STATEMENT OF FUNDS (continued)

RESTRICTED FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Gains, (Losses) and Transfers £	Carried Forward £
Adopt a book	247	932	(422)	-	757
JESBI Project	2,171	-	(385)	-	1,786
Collections Preservation Fund	918	1,954	(2,854)	-	18
Restricted Youth Activities Fund	577	3,900	(1,449)	-	3,028
	<u>3,913</u>	<u>6,786</u>	<u>(5,110)</u>	<u>-</u>	<u>5,589</u>
Total of funds	<u><u>3,127,069</u></u>	<u><u>323,846</u></u>	<u><u>(285,855)</u></u>	<u><u>(41,009)</u></u>	<u><u>3,124,051</u></u>

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Gains, (Losses) and Transfers £	Carried Forward £
General funds	3,123,156	317,060	(280,745)	(41,009)	3,118,462
Restricted funds	3,913	6,786	(5,110)	-	5,589
	<u>3,127,069</u>	<u>323,846</u>	<u>(285,855)</u>	<u>(41,009)</u>	<u>3,124,051</u>

UNRESTRICTED FUNDS

The designated building maintenance fund represents funds set aside to maintain the building.

The freehold asset reserve represents 16-18 Queen Square. Included within this fund is the revaluation reserve of £1,891,188.

The Lovell Fund represents a legacy from Don Lovell which will be used for general purposes relating to the educational aims of BRLSI.

The Valentine Fund represents a legacy and other funds realised from the Estate of Dr Rex Valentine. The fund will support activity related to the Visual Arts and the establishment of a modern library for the use of BRLSI Members.

The Cassidy Fund represents the value of a legacy gratefully received from the estate of the late Dr Brian Cassidy, a long-standing member of the Institution.

The Youth Activities Fund supports our Youth Activities including the Serious Fun Saturday Workshops described in the Review of Activities in the Directors' Report above.

The Mechanics Worldwide Fund represents funds held by BRLSI that can be made available, subject to advance approval by the Management Committee, to assist with travel to events associated with Mechanics Worldwide, the Association of Independent Libraries, and other related organisations.

RESTRICTED FUNDS

The Adopt a Book Fund holds donations made for the restoration of specific antiquarian books in the Institution's collection.

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

16. STATEMENT OF FUNDS (continued)

The JESBI Project restricted fund represents monies granted to the charity by the Esmee Fairbairn Foundation for the research, conservation and preparation of fossils collected from a working quarry in Ilminster known as Strawberry Bank. These Jurassic fossils show exceptional preservation and have many anatomical features that are very rarely preserved in other specimens. They will allow scientists unusual opportunities to learn more about the anatomy and lives of these 185 million year old animals.

The Collections Preservation Fund is used for the restoration of specific items from the Collections. Donations are currently being put towards the restoration of portraits of the Duncan Brothers owned by BRLSI.

Youth Activities Restricted funds supports our Youth Activities including the Serious Fun Saturday Workshops described in the Review of Activities in the Directors' Report above.

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Tangible fixed assets	1,143,218	-	1,143,218	1,083,764
Fixed asset investments	600,970	-	600,970	583,783
Investment property	1,310,000	-	1,310,000	1,310,000
Current assets	132,796	5,589	138,385	232,119
Creditors due within one year	(68,522)	-	(68,522)	(82,597)
	<u>3,118,462</u>	<u>5,589</u>	<u>3,124,051</u>	<u>3,127,069</u>

18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2016 £	2015 £
Net (expenditure)/income for the year (as per Statement of financial activities)	(3,018)	90,938
Adjustment for:		
Depreciation charges	3,237	2,037
(Loss)/Gain on investments	18,813	(37,525)
Dividends, interest and rents from investments	(22,382)	(20,901)
Profit on the sale of investments	-	(20,743)
Increase in debtors	(6,898)	(22,883)
(Decrease)/increase in creditors	(14,075)	2,774
Net cash used in operating activities	<u>(24,323)</u>	<u>(6,303)</u>

BATH ROYAL LITERARY & SCIENTIFIC INSTITUTION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

19. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2016 £	2015 £
Cash in hand	78,928	179,559
Total	<u>78,928</u>	<u>179,559</u>

20. OPERATING LEASE COMMITMENTS

At 31 March 2016 the charity had future minimum lease payment non-cancellable operating leases as follows:

	2016 £	2015 £
EXPIRY DATE:		
Within 1 year	2,100	2,100
Between 2 and 5 years	6,300	8,400
Total	<u>8,400</u>	<u>10,500</u>

21. RELATED PARTY TRANSACTIONS

During the year £333 (2015: £1,131) was paid to M-L Luxemburg (a Director of the Trustee Company) in respect of services provided in editing the Proceedings.

