

**BIRMINGHAM CITY COUNCIL**  
**TRUSTS AND CHARITIES COMMITTEE**

**WEDNESDAY, 17 NOVEMBER 2021 AT 10:30 HOURS**  
**IN BMI MAIN HALL, BIRMINGHAM, [VENUE ADDRESS]**

**A G E N D A**

**1     NOTICE OF RECORDING/WEBCAST**

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's meeting You Tube site ([www.youtube.com/channel/UCT2kT7ZRPFCXq6\\_5dnVnYlw](http://www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

**2     DECLARATIONS OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the minutes of the meeting.

**3     APOLOGIES**

To receive any apologies.

**4     MINUTES**

**3 - 6**

To confirm and sign the minutes of the last meeting.

**5     HIGHBURY ESTATE TRUST – CHAMBERLAIN HIGHBURY TRUST**  
**REPORT AND ANNUAL ACCOUNTS**

**7 - 30**

Report of Assistant Director of Property

**6     OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chair are matters of urgency.

## 7 **AUTHORITY TO CHAIR AND OFFICERS**

Chair to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

# BIRMINGHAM CITY COUNCIL

<b>TRUSTS AND CHARITIES COMMITTEE 22 SEPTEMBER 2021</b>
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**MINUTES OF A MEETING OF THE  
TRUSTS AND CHARITIES COMMITTEE  
HELD ON WEDNESDAY 22 SEPTEMBER 2021  
AT 1030 HOURS IN MAIN HALL,  
BMI, BIRMINGHAM**

**PRESENT:** - Councillor Akhlaq Ahmed in the Chair;

Gurdial Singh Atwal, Councillors Zhor Malik and Julien Pritchard

**ALSO, PRESENT:** -

Nigel Oliver – Birmingham Property Services  
Rajesh Parmar – Legal Services  
Paul Ruffle – Senior Travel Demand Officer

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**NOTICE OF RECORDING**

- 1073 The Chairman advised that the meeting would be webcast for live or subsequent broadcast via the Council's Internet site ([www.youtube.com/channel/UCT2kT7ZRPFCXq6\\_5dnVnYlw](http://www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

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**DECLARATIONS OF INTEREST**

- 1074 The Chairman reminded Members that they must declare all relevant pecuniary and non-pecuniary interests arising from any business to be discussed at this meeting. If a disclosable pecuniary interest was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the Minutes of the meeting.

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**APOLOGIES**

- 1075 Apologies were submitted on behalf of Councillors Yvonne Mosquito and David Pears for their inability to attend the meeting.

**MINUTES**

Councillor Zhor Malik indicated that the minutes did not reflect that he had asked if an update could be provided by officers on the outcomes agreed at Council as Trustee. Officers responded to the Councillor indicating that following the decision at Council as Trustee due process was being followed. They undertook to email Councillor Malik with the details.

1076 **RESOLVED: -**

That, subject to the above, the Minutes of the last meeting of the Trusts and Charities Committee held on 16 June 2021 having been circulated, be taken as read and confirmed and signed.

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**YOUNG ACTIVE TRAVEL TRUST GRANTS**

The following report of the Report of Assistant Director – Transport and Connectivity was submitted: -

(See Document 1)

Paul Ruffle, Senior Travel Demand Officer, presented the report and advised Members that Schools must have registered for Modeshift stars. As part of the Travel Plan a school must complete a school travel survey before they received funding. The survey asked the staff and children how they currently travel to school and how they would like to travel to school. The school can make a travel plan based on the survey responses. North and West was in Paul's remit anything else is managed by Mandy Slater. The applications are examined by The Young Active travel panel, Mandy and Paul were on the panel including 2 members of the school crossing team. If the criteria was met, the applications were taken forward to plan funding. There have been instances when schools have asked to come back again at the start of the next school term. Schools have been able to apply from the 8 September and the closing date is 3 December. The applications were presented to the internal group and was represented by managers of different teams. From 13 August the applications went to the transport highways board. Paul brought forward 10 schools in 10 wards, most of those schools had already started their travel plans and others had already completed them.

Councillor Zhor Malik asked if the grant is open to all schools, Paul confirmed it was if they meet the criteria. The Chair explained they must sign up to Modeshift stars and apply for the pot of money. Councillor Pritchard raised the question of how many schools were rejected – Paul explained of the 12 applications only 2 had being rejected. Councillor Pritchard asked how the travel grant was promoted and Paul further explained that was in the school's hands. Paul stated at the start of the school term a newsletter is sent out to the schools, they all got a copy of this and it is up to them to read it and apply. As part of the newsletter webinars were offered, which schools preferred. The information also goes on the school's noticeboards. When the schools were making the applications, they were advised to make a 5-year plan and the equipment must be able to last 5 years. Maintenance costs were not provided.

Councillor Malik asked if some of the schools in his Ward had applied to the scheme and Paul confirmed that they had not although the schools fell under Mandy's remit. Councillor Malik asked if it is just local authority schools and Paul stated it is for schools purely in the Birmingham Authority Area which also includes academies.

The Chair asked what benefits were expected from the applications. Paul stated the scheme was looking at promoting safety and reducing car traffic, congestion and improving the air quality.

Rajesh Parmar, Legal Services, asked if the schools suffered from traffic and congestion and Paul stated that within the school travel plan schools might say parking is an issue., If they had completed a school travel plan they can be taken forward to a school safety plan with the engineers. During the Covid school lockdown, there was less traffic, now that they are open there is still an issue with the air quality and congestion outside schools.

Councillor Malik asked if the equipment is stored in the school or taken home, Paul stated that it is stored in school and used in P.E lessons. They are not to be taken home.

Councillor Pritchard raised the question of seeing the applications that were rejected at the next meeting. Paul stated that once they meet the criteria they would go through another round of approval.

The Chair indicated that the Committee had 10 applications for approval and went through each individually, during which Members asked further questions, as follows:

- Heathfield Primary School – Agreed
- Lea Primary School – Agreed
- Marlborough Primary School – Agreed
- Moorhall Primary School – Agreed
- Moseley CE Primary School – Agreed
- Nansen Primary School – Agreed
- Queensbury School – Agreed
- Robin Hood Academy – (The Chair indicated that the school was in his ward) Agreed
- Wyndcliffe Primary School – Agreed
- Yewtree Primary School - Agreed

The Chair requested Paul to forward information regarding green, bronze, gold, platinum and silver award scheme for schools to members.

Referring to visit to schools the Chair asked the Committee Manager to send email out again to all member with dates and names of the schools. Paul stated that he would accompany members on the visits as it is an open invitation to see what the funding is being used for. He recommended members take photos so other schools can replicate how the funding is being used.

Councillor Atwal confirmed for his attendance to Ark Victoria Academy for 30 September 2021.

1077 **RESOLVED:** -

That the Committee:

- 1 Approves the applications for funding from the schools listed at point 4.6 in the report, totalling £9,906.20.
2. Notes the remaining balances available to the Young Active Travel in Birmingham Charitable Trust for future disbursement.

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**OTHER URGENT BUSINESS**

No matters raised

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**AUTHORITY TO CHAIRMAN AND OFFICERS**

1078 **RESOLVED:**

'That in an urgent situation between meetings, the Chairman jointly with the relevant Chief Officer has authority to act on behalf of the Committee.

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The meeting ended at 1137 hours.

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CHAIRMAN

# Birmingham City Council

## Trust and Charities Committee

17<sup>th</sup> November 2021



**Subject: Highbury Estate Trust – Chamberlain  
Highbury Trust Report and Annual Accounts**

**Report of: Assistant Director of Property**

**Report author: Nigel Oliver**

Does the report contain confidential or exempt information? ☐ Yes ☒ No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

### 1. Executive Summary

- 1.1 To update the Committee on the continuing operations at Highbury by Chamberlain Highbury Trust and their bid to the National Lottery Heritage Fund (NLHF) for funding for the refurbishment of Highbury.

### 2. Recommendations

- 2.1 To note the report and accounts in Appendices 1 and 2 submitted by Chamberlain Highbury Trust.

### 3. Background

- 3.1 Several reports have been brought to previous Committees detailing the activities and progress of Chamberlain Highbury Trust. The last report on 22<sup>nd</sup> April 2021 granted to Chamberlain Highbury Trust funds of £52,510 from the unrestricted funds of the Highbury Estate for their operations to be continued as set out in their draft budget for 2021/22 and a grant to Chamberlain Highbury Trust of £40,000 from the unrestricted funds of the Highbury Estate to assist the processes required in the making of a further bid to the National Lottery Heritage Fund in 2021. Works have continued on site and to further the bid to the NLHF and the report detailing progress is now available for consideration.
- 3.2 The success of the Chamberlain Highbury Trust is their bid to the NLHF will require that the various disposals from the Highbury Estate agreed by Committee will now need to be effected to support the bid going forward.

#### **4. Options considered and Recommended Proposal**

- 4.1 There is currently no alternative to progressing matters via Chamberlain Highbury Trust as they continue to resolve the former governance issues and represent the best opportunity to win new monies for the Estate. To properly support them financially in the meantime has been an appropriate use of Trust funds and has proven to be the best route to safeguard the asset long term. It will be appropriate to continue to support Chamberlain Highbury Trust in the forthcoming years until such time as they take over the operation of the Highbury Estate on a long lease as previously agreed.

#### **4.2 History**

The Highbury Estate comprises approximately 13.03 hectares (32.2 acres) of park land including Highbury hall and Chamberlain House and three lodges. It now accommodates part of Uffculme Special School in Chamberlain House and at 92 Queensbridge Road the Four Seasons Gardeners, an Adult Services enterprise.

The Estate was gifted by the heirs of the Right Honourable Joseph Chamberlain on 31<sup>st</sup> March 1932 and is held in trust as Registered Charity no 1039194. Chamberlain Highbury Trust Registered Charity no 1169845 has been set in place to best resolve the governance issues and to manage the Estate and seek external grants to enable the refurbishment of Highbury.

The terms of the gift at Highbury simply provided that the Trustees should hold them “in the first instance for use as a hospital for the treatment of limbless and other soldiers, sailors or pensioners” and “if and when the Trustees should consider that they were no longer needed for those purposes the Trustees should hold the property for such public purposes as they with the consent of the Corporation of Birmingham might determine or might at the request of the Corporation transfer it to them for the general benefit of the Citizens of Birmingham”. The Objects of the Charity remain as originally set “for the general benefit of the Citizens of Birmingham”.

#### **4.3 Powers**

Each charitable asset is held as a separate trust and decisions need to be in the best interests of that trust and are intended to safeguard the trust estate for the future. The Highbury Trust holds the freehold interest of the land in trust as Sole Trustee and is empowered to undertake actions to properly manage the assets of the Trust and funds.

The charity’s constitution is set out within the executed Trust Deed, principally the acquisition deeds or as amended by any Scheme agreed with the Charity Commission and subject to compliance with Charity law sufficient powers exist for the Trustees to make decisions on the future of the Highbury assets.

#### **5. Appendices**

- CHAMBERLAIN Highbury Trust (CHT) Report to Trusts and Charities Committee-November 2021
- CHAMBERLAIN Highbury Trust (CHT) Annual Report and Accounts for the Year Ended 31 March 2021



# CHAMBERLAIN Highbury TRUST (CHT)

Report to Trusts and Charities Committee-November 2021

## Purpose

1.The purpose of this report is to:

(a)Notify the Committee that CHT has been awarded National Lottery Heritage Funding (NLHF) for the development phase of the major restoration project at Highbury, now known for the purpose of the project as “The Place That Made The Weather”, reflecting Churchill’s description of Chamberlain as “The Man that Made the Weather”

(b)Provide a progress report on the Gardens Project

(c)Present the CHT Annual Report and Statutory Accounts for the financial year 2020/21

(d)Provide an update on CHT expenditure in 2021/22 compared to the approved budget and allocation for the Highbury Trust

## The Place That Made The Weather

2. CHT is very pleased to inform the Committee that it has, at last, been awarded NLHF development funding for the major project at Highbury to restore the house and gardens. This is the culmination of nearly six years work by CHT, including three previously unsuccessful bids to NLHF, and is a significant achievement.

3. As with all major NLHF funded projects, this project will be in two phases

-the Development Phase, which includes working up detailed designs for the house and gardens, site surveys, fundraising for the second phase, activity planning and delivery, and detailed business planning.

-the Delivery Phase, which is essentially the restoration work.

4. NLHF funding has been awarded for the Development phase, and although funding for the Delivery Phase cannot, at this stage, be guaranteed there is every expectation that the Development Phase will lead to funding for the Delivery Phase, subject to a number of conditions, not least that CHT is able to raise the necessary match funding.

5. The cost of the Development Phase, and the funding for that phase is set out in the following table:

ESTIMATED EXPENDITURE	£
Professional Fees	406572
Site Surveys	40800
Activity Planner and	
Volunteer Coordinator	22500
Other Costs, inc Volunteer Expenses	14260
Contingency	
Volunteer Time	85930
TOTAL EXPENDITURE	619000
FUNDING	

City Council	78000
Highbury Trust	40000
CHT Fundraising	38000
CHT Reserves	9000
Volunteer Time	86000
NLHF Grant	368000
TOTAL FUNDING	619000

6. This represents a significant step change in CHT activity and managing cash flow will be a challenge. Discussions are currently taking place with NLHF about how their grant will be paid and it would be very helpful if the contributions from the Highbury Trust (£40000 which was approved by the Committee at its April 2021 meeting) and the City Council (£78000, from the Council's contribution of £2m for the total scheme) could be paid as soon as possible.

#### Gardens Project

7. CHT and BCC's Landscape Practice Group have successfully completed the Highbury's Gardens Project, within budget. The driveway has been opened up, resurfaced and replanted as it was in Joseph Chamberlain's Day. The footpath network to the east of the house has been widened and surfaced allowing people on mobility scooters or pushing buggies to access the woodland walks for the first time. The beautiful old rhododendron varieties have been layered on site and micro propagated in a laboratory in Cornwall to be grown on and replanted in the gardens. Over 100 people have given their time to make this project a success most of whom were volunteers. The Heritage Open day in 2020 and the Sustainability Festival in 2021 showcased the achievements of the garden's project and attracted over 1,000 visitors. The numbers of daily visits to the gardens have increased by 40% and is now nearing 200,000 per annum.

#### CHT Annual Report and Accounts 2020/21

8. A copy of the Annual Report and Accounts for 2020/21, which were approved at the CHT Annual General Meeting on 20 October is attached. The Highbury Trust grant to CHT (£42000) is shown as an unrestricted donation on page 9 of the Accounts. Expenditure during the year against the grant was £37,725. CHT unrestricted reserves at 312 March 2021 were just over £40, 500, of which £9000 is now required as match funding for the Development Phase of the Major Project. The Restricted Funds relate mainly to the Gardens Project.

#### CHT Expenditure in 2021/22

9. The Committee endorsed the budget submitted by CHT and approved a grant of £ 50510 for 2021/22, none of which has yet been paid. It was recognised that, if the NLHF bid was successful, some of the expenditure included in that budget for the period December 2021 to March 2022 ( including Activity Planner, Volunteer Coordinator and Administrator) would be included in the Development Phase, and, therefore, funded from the development sources of funding. Details of those transfers are currently being worked through and further detail will be reported to the Committee in due course.

10. CHT expenditure for the first half year (to 30 September) is broadly in line with the approved budget and CHT requests release of £25000 of the approved grant for 2021/22.

## Summary

11. The Committee is therefore asked to:

- Note the award of NLHF funding for the Development Phase of the Major Project to restore the Highbury Estate
- Instruct officers to release the approved Highbury Trust funding for the Development Phase (£40000) as soon as possible
- Note progress on the Gardens Project
- Receive the CHT Annual Report and Accounts for 2020/21
- Note expenditure to date in 2021/22 and instruct officers to release £25000 of the approved grant for 2021/22



**THE CHAMBERLAIN Highbury TRUST**  
**(a company limited by guarantee)**

**Unaudited**

**ANNUAL REPORT**

**For the Year Ended 31 March 2021**

# **THE CHAMBERLAIN Highbury Trust**

## **Contents**

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 – 7
<b>Independent Examiner's Report</b>	8
<b>Statement of Financial Activities</b>	9
<b>Balance Sheet</b>	10
<b>Notes to the Financial Statements</b>	11-15

## **THE CHAMBERLAIN Highbury TRUST**

### **Reference and Administrative Details of the Charity, its Trustees and Advisers for the Year Ended 31 March 2021**

#### **Directors and Trustees**

Dr P D Ballard  
Mr P M Davis  
Ms S S Edwards  
Prof I D Grosvenor  
Mr D N Kidney (appointed 21 April 2021)  
Ms C L Organ (appointed 21 April 2021)  
Dr A M Millward  
Miss J L Smith  
Mr L T Sparks  
Ms L S Trickett (resigned 8 September 2020)  
Mr M S Williams  
Ms B Jones (appointed 8 September 2020)  
Dr D J F Cresswell (appointed 21 October 2020)

#### **Company secretary**

Miss J L Smith

#### **Charity registered number**

1169845

#### **Company registered number**

10157307

#### **Principal office**

Highbury, 4 Yew Tree Road, Moseley, Birmingham, B13 8QG

#### **Independent Examiner**

Mr Glen Bott FCA of Cooper Parry Group Limited

#### **Accountants**

Cooper Parry Group Limited, Park View, One Central Boulevard, Blythe Business Park, Solihull, B90 8BG

#### **Bankers**

Natwest Bank, 112a High Street, Kings Heath, Birmingham, B14 7LQ

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report**

**For the Period Ended 31 March 2021**

The Directors, who are also Trustees of the charity for the purposes of charity law, are pleased to present their fifth annual report for the year ended 31 March 2021. The Trustees confirm that the annual report and financial statements of the charity comply with the Companies Act 2006, Charities Act 2011, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities," 2019.

### **Structure, governance and management**

#### **Constitution**

The charity is governed by its Memorandum and Articles dated 30 April 2016.

The principal objects of the charity are:

- to promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of the land and buildings known as the Highbury Estate on the borders of Moseley and Kings Heath, Birmingham, West Midlands, including the Grade II\* listed house and the Grade II registered historic park forming part of the Highbury Estate;
- to advance the education of the public in:
  - the history of the Chamberlain family and in particular (but not limited to) their legacy in relation to civic leadership;
  - the history and heritage of the Highbury Estate; and
  - the conservation, protection and improvement of the physical and natural environment;
- to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society;
- to advance the education of the public by promoting, fostering and encouraging the knowledge, understanding and appreciation of the arts in particular (but not limited to) within and around Birmingham; and
- to further such other exclusively charitable purposes according to the law of England and Wales as the Trustees in their absolute discretion from time to time determine.

#### **Appointment or election of Trustees**

The appointment of the initial Chair and Vice-chair was reported to the Trusts & Charities Committee of Birmingham City Council, which is responsible for the administration of the City Council's Charities, on 11 November 2015. Following public advertisement, six further public trustees were appointed later that month. On 2 March 2016, the Committee nominated two Council members to the Trust to bring to ten the number of trustees. In 2019, Companies House and the Charity Commission were notified of the termination of appointment of the vice chair and two trustees were subsequently appointed as co vice-chairs.

During 2020/21, the Council replaced one of its members on the Trust and a further person previously co-opted to the Board became a full Board member at the Annual Meeting. During the year the Trustees developed a strategy for the appointment of a number of new Trustees, recognising that seven of the existing Board members would reach the end of their second 3-year term by the end of the 2021/22 year. The strategy includes the use of the provision to offer a third term in exceptional circumstances, the justification being the necessity to phase the replacement process to provide continuity and maintain a degree of institutional memory. Trustees agreed that the first stage of the process would be the selection of a replacement chair and this was carried out during March 2021.

#### **Trustee Training**

Whilst all Trustees had experience of trusteeship or similar responsibilities at the time of their appointment, the Company Secretary has regularly drawn to Trustees' attention guidance and advice from the Charity Commission and other relevant sources. Trustees with specific professional qualifications and other responsibilities have attended training relevant to those professions and responsibilities. The Trust is committed to undertaking regular skills audits of trustees to ensure Trustees are competent to discharge their statutory responsibilities and duties.



## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2021**

#### **Policies and objectives**

In setting the aims and objectives and in planning future activities the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

The Trust remains committed to the renovation of the hall and grounds so that the estate can be opened to the people of Birmingham as was envisaged when it was first gifted to the citizens by the Chamberlain family.

#### **Risk Management**

The Trust created a high-level risk register when it was formally established. The key strategic risk for the Trust continues to be the failure to achieve a successful National Lottery Heritage Fund (NLHF) bid for the major restoration of the house and grounds. The Trust has developed a Risk Management Strategy and Procedures to manage and mitigate the risks inherent in a major renovation and refurbishment project. Those risks include raising match funding, construction cost overruns, damage to the fabric of the building, and failure to maintain good relations with partners, stakeholders, tenants, local residents and neighbours.

At the start of the year the register was revised to address the additional risks consequent on the Covid-19 pandemic. Trustees acknowledged that the lockdown and social distancing rules introduced to overcome the virus would impact very significantly on the programme for Highbury in the immediate future and that they would have to adopt new strategies and envisage alternative scenarios to cope with the situation.

The pandemic had a significant impact on the management and activities of the Trust during the year. All Board meetings and other meetings between Trustees and with outside bodies were held online. Highbury was mostly closed during the year and the Trust's programme of Open Days was suspended.

#### **Achievements and performance**

Despite the lockdown the Trust was able to carry out many initiatives during the year, observing the safe working practices imposed by the pandemic.

The closure of Highbury assisted the contractors in carrying out essential roofing repairs to the building during the year. Work began in March and was completed by October. Historic England awarded a grant of £256,000 to the City Council which met the other two thirds of the cost. In addition to reroofing the north wing and the main hall, treating dry rot and effecting repairs to the timberwork and rainwater goods, the contract included the repair and replacement of historic wall coverings that had been damaged by water ingress.

History West Midlands sponsored the making of a film showing the works in progress for inclusion on the Trust's website.

#### **Heritage Lottery**

During the year, the Trust was able to make substantial progress through the work of Cultural Consulting Network (CCN), its appointed Project Development Manager, in preparatory work for a major bid to the National Lottery Heritage Fund to be submitted during 2021/22. The project was amended, costs were updated and a revised business plan was produced. In addition, work and activities were carried out to demonstrate to the NLHF the competence of the Trust to undertake a major project and provide evidence of public demand and support for its activity programme.

The NLHF required reassurance that CHT, as a small trust without previous experience of project delivery, would be able to undertake a major project. To meet this requirement, the Trust worked with the City Council on the preparation of a Partnership Agreement. Under the agreement the Council will take on responsibility for capital project management, budgetary management and financial reporting.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report**

**For the Period Ended 31 March 2021**

To provide firm evidence to the NLHF of the Trust's ability to work in partnership with the Council on project delivery, a first phase of the restoration of the Highbury Gardens was undertaken (see below). This also provided evidence of public demand and support for the work and associated activities planned for the Highbury Estate.

NLHF activity was itself impacted by the pandemic, with funds redirected to Emergency Stabilisation and Cultural Recovery programmes during the year and away from awards for new projects. NLHF also revised its priorities for the award of grants when the programme reopened at the end of the year. This meant that the Trust's Expression of Interest, approved under the previous programme was now cancelled, requiring the submission of a new EoI responding to the new priorities. This was prepared by CCN, submitted and approved by NLHF in March 2021.

### **Greater Birmingham & Solihull Local Enterprise Partnership**

In November, the Trust submitted an Expression of Interest to the GBSLEP for project funding. The WM Strategic Economic Plan states that economic growth comes from entrepreneurship and civic leadership.

The modifications to the Highbury project developed in response to the economic impacts of the pandemic include the provision in the north wing of flexible and hot desking working spaces for those who work in the creative, digital and social enterprise parts of the local economies of Kings Heath, Moseley and Stirchley. In addition, the Trust's leadership, citizenship and governance programmes for young people in Birmingham will allow Joseph Chamberlain's leadership and governance model from the 1870s to be compared with what civic leadership means in a diverse and youthful 21<sup>st</sup> century city.

In March, the Trust was advised by the LEP that its EoI had passed the strategic fit assessment and been graded as a strong strategic fit.

### **The Gardens Project**

The first phase of the Trust's landscape restoration programme for the 30 acres of gardens was able to proceed during the year. It is being funded through grants of £100,000 from NLHF and £100,000 (later increased to £116,000) from Historic England, complementing £80,000 from the Highbury Trust and £20,000 from a local charitable trust. The Gardens Project has reinstated the original driveway from the Lodge up to the house, opened up a view between the grounds and the house, improved the footpath network to the east of the house to make it fully accessible, and improved drainage alongside the lake to prevent the footpath from further flooding. Work has also taken place in the rhododendron garden under the advice of the Trust's specialist advisor, Michael Lear.

The project was carried out in partnership with the City Council which managed the landscape contract and financial controls. It benefitted from an immensely successful volunteer programme managed by the Trust's Activity Planner assisted by an appointed Volunteer Coordinator.

There was huge public interest in the works and discussion on social media, culminating in a high level of satisfaction and praise, some of it from individuals who had expressed scepticism about the project at an early stage.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2021**

#### **Activity Planning**

The Trust had embarked on a pilot programme of wide ranging activities in the house and grounds in order to be able to demonstrate to the NLHF, in support of the future application, the demand for, and feasibility of conducting such events at Highbury. Led by the Trust's Activity Planner, the programme focuses on the engagement of young people in leadership, governance and citizenship, drawing inspiration from the Chamberlain legacy and its current relevance to local government, health and social housing, corporate responsibility and civic leadership. Unfortunately, events in the house were suspended because of the pandemic but activities continued online and in the grounds.

During the year, the role and make-up of the Youth Board was reviewed, and a recruitment exercise followed. This strengthened the range of interests of the membership and introduced more young people based in the neighbourhoods surrounding Highbury.

Contact with local schools and universities, the Governance Forum and the Future Leaders Network continued.

#### **Heritage Open Day**

The Trust's fifth Heritage Open Day on 13<sup>th</sup> September, billed as Highbury's Garden Exhibition, was an open-air event in the grounds conducted within the safeguarding protocols required by the pandemic.

The theme for Heritage Open Days in 2020 was 'Hidden Nature'.

The Highbury event was a guided exhibition rather than an 'open day', showcasing and adding context to the work to be done over the next 12 months on the Highbury's Garden Project. It was a successful opportunity to recruit volunteers to work on the project. There was a rewarding number of attendees and exhibitors, despite the pandemic, helped no doubt by the beautiful weather.

The event was largely managed by the Activity Planner assisted by young volunteers including members of the Youth Board, who were out in a public space, interacting with people under social distancing restrictions, meeting and registering visitors, registering tour bookings, manning information desks and acting as roving helpers and car park marshals.

Chamberlain Highbury Trust see the care and ongoing survival of this heritage as important in the overall plans they have for restoration of the house and grounds in coming years. It is planned that all of the specimens now on-site that link back to the Chamberlain family will eventually have a replacement propagated and that these will be used to recreate the pergola.

#### **Colonial History and Heritage Advisory Working Group**

The Black Lives Matter movement drew attention to the role of Joseph Chamberlain as Colonial Secretary in the Government from 1895 to 1903 and his promotion of British Imperialism. The Trust considered that it had a duty to take an objective, evidence-based approach to examine and understand Chamberlain's role in this office and to interpret the legacy of his policies on the young and diverse society of modern Birmingham and Britain.

To pursue this, the Trust set up an advisory group to share its knowledge of relevant research, content and sources on colonialism and its impacts, and to help shape the stories and activities to be presented at Highbury. The Group comprised academic specialists in the relevant areas of history, museums and education, and activists with experience of policy and practice. It was established in October 2020 and reported to the Trust Board in March 2021.

The report addressed themes for interpretation as part of the Highbury story, events and activities that would bring this history to life, and how the colonial story could link into the Trust's education and leadership programmes. The report contained many recommendations around which the Trust could develop an action plan.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2021**

#### **Review of activities**

##### **Management arrangements**

A freelance Trust Coordinator was appointed by CHT from the beginning of November 2016 to manage the administration of the Trust and liaise with the local community. This arrangement has continued through the last year.

##### **Birmingham City Council (BCC) Liaison meetings**

Meetings continue between the Council and Trust to progress discussions about leases, business planning, transfer of funds and management of the Estate. There were also discussions during the year about the future of the Council's Civic Catering operation and its position at Highbury.

##### **Estate management protocol**

The protocol for the management of the grounds of Highbury that was drawn up and agreed with the City Council's Parks Department, the Friends of Highbury Park, the Highbury Orchard Community CIC, the Four Seasons Project and the Birmingham Beekeepers Association has been maintained through a programme of regular meetings of the group throughout 2020/21.

##### **Communications/website**

The monthly newsletter updating all subscribers on key news and forthcoming events, the [www.chamberlainhighburytrust.co.uk](http://www.chamberlainhighburytrust.co.uk) website and twitter and Facebook accounts keep the Trust in regular contact with its supporters.

##### **Financial review**

Income for the year totalled £209,248 and charitable expenditure totalled £114,433. As at 31 March 2021, the Charity had total unrestricted funds carried forward of £40,519.

##### **Reserves policy**

The Trustees aim to maintain reserves at a level sufficient to support the operational expenditure and any commitments of the Charity for a period of 12 months.

##### **Plans for future periods**

##### **Proposals for the Estate**

##### **The house**

The Trust is planning to accommodate a combination of activities in the house that will provide both an income to ensure the viability of the Trust and provide public access to the building and opportunities for educational and cultural activities.

The refurbishment of the house will involve extensive external repairs and the complete renewal of services, including complete rewiring, the replacement of the boilers and a new heating system.

##### **The grounds**

Following completion of the Gardens Project, which has restored and improved part of the Estate, the Trust is planning to complete the restoration in due course.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2021**

#### **Trustee Responsibilities**

The trustees (who are also directors of The Chamberlain Highbury Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

In preparing this report, the trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on

and signed on their behalf by:

**Les Sparks, Trustee**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CHAMBERLAIN Highbury TRUST**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 9 to 15.

### **Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

#### **GLEN BOTT FCA**

Cooper Parry Group Limited  
Park View  
One Central Boulevard  
Blythe Valley Business Park  
Solihull  
B90 8BG

Date:

# THE Highbury Chamberlain Trust

## Statement of Financial Activities For the Year Ended 31 March 2021

	Note	Unrestricted £	Restricted £	Year ended 31 March 2021 £	Year ended 31 March 2020 £
<b>INCOME FROM</b>					
Donations	2	42,000	338	42,338	75,598
Grants	3	-	166,910	166,910	-
Other income		-	-	-	2,165
<b>TOTAL INCOME</b>		<b>42,000</b>	<b>167,248</b>	<b>209,248</b>	<b>77,763</b>
<b>EXPENDITURE ON</b>					
Charitable activities	4	37,725	76,708	114,433	60,610
<b>TOTAL EXPENDITURE</b>		<b>37,725</b>	<b>76,708</b>	<b>114,433</b>	<b>60,610</b>
<b>NET INCOME FOR THE YEAR</b>		<b>4,275</b>	<b>90,540</b>	<b>94,815</b>	<b>17,153</b>
Transfer between funds		(2,921)	2,921	-	-
Total funds at 1 April 2020		39,165	23,128	62,293	45,140
<b>TOTAL FUNDS AT 31 MARCH 2021</b>	<b>8</b>	<b>40,519</b>	<b>116,589</b>	<b>157,108</b>	<b>62,293</b>

The notes on pages 11 to 15 form part of these financial statements.

**THE Highbury Chamberlain Trust**  
(Company Number: 10157307)

**Balance Sheet**  
**As at 31 March 2021**

		2021	2020
	Note	£	£
<b>CURRENT ASSETS</b>			
Debtors	6	696	424
Cash at bank		165,677	67,736
		<u>166,373</u>	<u>68,160</u>
<b>CURRENT LIABILITIES</b>			
Creditors	7	(9,265)	(5,867)
		<u></u>	<u></u>
<b>NET CURRENT ASSETS</b>		157,108	62,293
		<u></u>	<u></u>
<b>NET ASSETS</b>		157,108	62,293
		<u></u>	<u></u>
<b>CHARITY FUNDS</b>			
Unrestricted funds	8	40,519	39,165
Restricted funds	8	116,589	23,128
		<u></u>	<u></u>
<b>TOTAL FUNDS</b>		157,108	62,293
		<u></u>	<u></u>

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and members have not required the charitable company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 March 2021 and of its incoming resources and application of resources, including the net income or expenditure for the period then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Trustees on \_\_\_\_\_ and signed on their behalf by:

**Les Sparks, Trustee**

The notes on pages 11 to 15 form part of these financial statements.



**Notes to the Accounts  
For the year ended 31 March 2021**

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The Chamberlain Highbury Trust is a company limited by guarantee incorporated in England. The address of the registered office is given in the charity information on page 1.

The accounts have been prepared under the historical cost convention with items recognised as cost or transaction value unless otherwise stated in the relevant note(s) to the accounts.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below.

**1.2 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees 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 cost of raising funds and administering such funds are charged against the specific fund.

The aim and use of each fund is set out in the notes to the financial statements.

**1.3 Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

**1.4 Resources expended**

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

**1.5 Going concern**

The trustees have assessed the impact of the Coronavirus pandemic on the Trust and are confident that the Foundation has sufficient resources to continue to operate for a period of at least 12 months from the date of signing these financial statements. Accordingly, the financial statements have been prepared on a going concern basis as no material uncertainties exist.

## CHAMBERLAIN Highbury TRUST

### Notes to the Accounts For the year ended 31 March 2021

#### 2. DONATIONS

	2021 £	2020 £
Donation from the Highbury Trust	42,000	73,500
Other Donations	338	2,098
	<hr/> 42,338	<hr/> 75,598

Donations of £75,598 were received in the prior year, £73,500 related to unrestricted funds and £2,098 related to restricted funds.

#### 3. GRANTS

	2021 £	2020 £
National Lottery Heritage Fund	89,910	-
Heritage England	75,000	-
Other Grants	2,000	-
	<hr/> 166,910	<hr/> -

#### 4. CHARITABLE EXPENDITURE

	2021 £	2020 £
<b>Charitable activities</b>		
Legal and professional fees	7,938	18,598
Business support	17,320	25,980
Independent examination fees	1,400	1,237
Other costs	87,775	14,795
	<hr/> 114,433	<hr/> 60,610

Expenditure in the prior year totalled £60,610 of which £60,383 related to unrestricted funds and £227 related to restricted funds.

#### 5. NET INCOMING RESOURCES

During the period, no Trustees received any remuneration.  
During the period, no Trustees received any benefits in kind.  
During the period, Trustee Dr P Ballard received expenses totalling £nil (2020: £1,015) to cover the cost of travelling from her home in Reading to meetings and other events in Birmingham. No other Trustee received any reimbursement of expenses.

# CHAMBERLAIN Highbury Trust

## Notes to the Accounts For the year ended 31 March 2021

### 6. DEBTORS

	2021 £	2020 £
Gift Aid	63	-
VAT Recoverable	633	424
	<u>696</u>	<u>424</u>

### 7. CREDITORS

	2021 £	2020 £
Accruals	9,265	5,867
	<u>9,265</u>	<u>5,867</u>

### 8. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Transfer between funds £	Carried Forward £
<b>Unrestricted funds</b>					
General funds	39,165	42,000	(37,725)	(2,921)	40,519
	<u>39,165</u>	<u>42,000</u>	<u>(37,725)</u>	<u>(2,921)</u>	<u>40,519</u>
<b>Restricted funds</b>					
HLF Bid	22,128	338	-	-	22,466
The Gardens Project	-	164,910	(71,787)	2,921	93,123
Rhododendron Survey	1,000	2,000	(4,921)	-	1,000
	<u>23,128</u>	<u>167,248</u>	<u>(76,708)</u>	<u>2,921</u>	<u>116,589</u>
<b>TOTAL</b>	<u>62,293</u>	<u>209,248</u>	<u>(114,433)</u>	<u>-</u>	<u>157,108</u>

**HLF Bid** – These funds represent monies which will be used to match fund future HLF grants if future bids are successful.

**The Gardens Project** – These funds represent various grants that were provided for the Trust's landscape restoration programme for the 30 acres of gardens. The restoration programme was ongoing at the end of the year.

**Rhododendron Survey** – These funds represent a private donation towards the cost of a research project to identify the Rhododendrons planted by Joseph Chamberlain when the grounds were first created.

# CHAMBERLAIN Highbury Trust

## Notes to the Accounts For the year ended 31 March 2021

### 8a. STATEMENT OF FUNDS – PRIOR YEAR

	Brought Forward	Incoming resources	Resources Expended	Transfer between funds	Carried Forward
	£	£	£	£	£
<b>Unrestricted funds</b>					
General funds	23,756	75,665	(60,383)	127	39,165
<b>Restricted funds</b>					
HLF Bid	21,030	1,098	-	-	22,128
Launch & Brochure	354	-	(227)	(127)	-
Rhododendron Survey	-	1,000	-	-	1,000
	21,384	2,098	(227)	(127)	23,128
<b>TOTAL</b>	<b>45,140</b>	<b>77,763</b>	<b>(60,610)</b>	<b>-</b>	<b>62,293</b>

### 9. ANALYSIS OF NET ASSETS

	Unrestricted Funds	Restricted Funds	Total
Cash at bank & in hand	49,088	116,589	165,677
Other net current assets	(8,569)	-	(8,569)
	<b>40,519</b>	<b>116,589</b>	<b>157,108</b>

### 9a. ANALYSIS OF NET ASSETS – PRIOR YEAR

Cash at bank & in hand	45,032	23,128	68,160
Other net current assets	(5,867)	-	(5,867)
	<b>39,165</b>	<b>23,128</b>	<b>62,293</b>

## **CHAMBERLAIN Highbury Trust**

### **Notes to the Accounts**

**For the year ended 31 March 2021**

#### **10. RELATED PARTIES**

There were no related party transactions during the period.

#### **11. MEMBERS**

The charity is incorporated as a company limited by guarantee having no share capital and in accordance with the Memorandum of Association, every member is liable to contribute a sum of £10 in the event of the company being wound up. At 31 March 2021 there were 8 members.

