

**THE FRIENDS OF YORK ART GALLERY**

Registered Charity Number 510659

**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

## THE FRIENDS OF YORK ART GALLERY

| <i>Contents</i>                     | <i>Page</i> |
|-------------------------------------|-------------|
| Trustees' Annual Report             | 1 to 3      |
| Independent Examiner's Report       | 4           |
| Receipts and Payments Account       | 5           |
| Statement of Assets and Liabilities | 6           |
| Notes to the Accounts               | 7 to 9      |

**THE FRIENDS OF YORK ART GALLERY**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

The Trustees have pleasure in presenting their Annual Report together with the Accounts of the charity for the year ended 31 December 2019. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document and the Charities Act 2011.

**REFERENCE AND ADMINISTRATION**

Charity Name: The Friends of York Art Gallery  
Registered Number: 510659  
Principal Address: York Art Gallery, Exhibition Square, York, YO1 7EW  
President: Mr. Peter Miller  
Life Vice Presidents: Mr. David Alexander  
Sir James Graham Bt.  
Mrs. Malise Forbes Adam

*TRUSTEES*

The Trustees of the Charity who acted during the year to 31 December 2019 were:

Mr. Peter Gibbard\* (Chairman)  
Mrs. Azizah Clayton (Treasurer)  
Dr. Judith Glover (Secretary)  
Mrs. Susan Smallpage\* (Membership Secretary)  
Dr. Ronald Clayton\*  
Mrs. Linda Downey\*  
Mrs. Charlotte Inch\* (elected 3 April 2019)  
Prof. Charles Martindale\*  
Mrs. Anne McLean\* (elected 3 April 2019)  
Dr. Jeanne Nuechterlein\* (elected 3 April 2019)  
Mrs. Anne Parkinson\* (retired 12 October 2019)  
Rev. Susan Rushton\* (retired 3 April 2019)  
Prof. James Sharpe\*  
Dr. Michael White\* (retired 3 April 2019)

\* Elected Member of the Committee

The Trustees comprise the Elected Members of the Committee, Secretary, Membership Secretary and the Treasurer. The Trustees are elected by the members of the Friends of York Art Gallery at the Annual General Meeting of the Charity. The President, the Life Vice-Presidents and the Curator of Art may attend meetings of the Committee but may not vote.

*OFFICERS*

The principal officers of the Charity during the year to 31 December 2019 were:

Treasurer: Mrs. Azizah Clayton  
Secretary: Dr. Judith Glover  
Membership Secretary: Mrs. Susan Smallpage

*PROFESSIONAL ADVISERS*

Independent Examiner: Mr. R.W. Woolley BA (Hons) BFP FCA MAAT DChA MCMI,  
HPH, Chartered Accountants, 54, Bootham, York, YO30 7XZ  
Principal Bankers: HSBC, 13 Parliament St, York, YO1 8XS

**THE FRIENDS OF YORK ART GALLERY**  
**TRUSTEES' ANNUAL REPORT (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

*GOVERNING DOCUMENT*

The governing document of the Friends of York Art Gallery (the "Society") is its Constitution adopted on 23 March 1979 and amended on 28 February 1992, 24 March 1995, May 1998, 27 March 2008, 15 March 2012 and 24 March 2017.

*TRUSTEES*

The Trustees, who form the Committee, are drawn from the membership of the Society and are appointed at the Annual General Meeting. The normal term of office for members of the Committee is three years; retiring members may be re-elected up to a maximum of 6 years; further re-election is permitted after an absence of 3 years from the Committee.

The major business and decisions of the Society are conducted at meetings held every three months at which all Trustees have a vote.

*MEMBERSHIP*

Individuals and organisations can become members ("Friends") of the Society on payment of a subscription. Every Friend is entitled to nominate any member for a position on the Committee; all nominations should reach the Secretary at least seven clear days before an Annual General Meeting.

*RISK MANAGEMENT*

The Trustees have assessed the major risks to which the Society is exposed, in particular those relating to its operations and finances, and are satisfied that systems are in place to mitigate the exposure to the major risks.

**OBJECTIVES AND ACTIVITIES**

*OBJECTS*

The objects of the Society are to link together all friends of the York Art Gallery and establish a circle of supporters who will aid in the further development of the York Art Gallery Collection by subscription, gifts, bequests or donations and to sponsor activities in furtherance of the appreciation of the fine arts in York and the surrounding area.

York Art Gallery makes a charge for admission to the general public; in recognition of the Friends' contribution to the success of the Gallery individual Friends are admitted free of charge. The Trustees believe they have referred to the Charity Commission's guidance on public benefit when undertaking their review and planning future activities.

*ACTIVITIES*

The main activities during the year continued to be the raising of funds from members, proceeds from educational visits, functions and parties.

*GRANT MAKING POLICY*

The Trustees receive requests from York Art Gallery and others for funding assistance for the purchase of works of art and to sponsor activities in furtherance of the appreciation of the fine arts in York and the surrounding area. Funding requests are judged on their merits, with any grants made approved by a vote of the Trustees.

**ACHIEVEMENTS AND PERFORMANCE**

During the year the Society gave grants to York Art Gallery and The University of York details of which are shown on page 8, note 4.

**THE FRIENDS OF YORK ART GALLERY**  
**TRUSTEES' ANNUAL REPORT (Continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**FINANCIAL REVIEW**

*REVIEW OF THE YEAR*

Grants to the Gallery and others during 2019 amounted to £25,257 (2018 - £6,887) details of which are shown on page 8 at note 4. The Friends had been able to make these grants from subscriptions, tax refunds under Gift Aid, surplus on visits and functions together with interest received and from donations and bequests, including those received in earlier years.

The Friends hold funds representing past bequests which it actively seeks to spend on acquisitions for the Gallery within the restrictions attached to bequests.

*RESERVES*

The Trustees have examined the requirement for free reserves, which are those unrestricted funds not invested in fixed assets, designated for specific purposes or otherwise committed. The Trustees believe the Society should retain minimum reserves equal to one year's subscription income (approximately £15,000) and the grant making capability of the Society should be maintained from current receipts and the use of additional reserves and Restricted Funds as opportunity arises. The free reserves at 31 December 2019 totalled £49,187 (2018 - £49,340).

*INVESTMENT POLICY*

The Trustees have approved the investment (yet to take place) of an amount equal to the minimum reserve in short dated bond funds. They consider that the remainder of the Society's reserves should be held in bank and building society accounts generating interest to be applied by the Society in furtherance of its objects.

Approved on behalf of the Trustees

Mr. Peter Gibbard  
*Chairman*  
15 February 2020

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF YORK ART GALLERY**

I report to the trustees on my examination of the accounts of The Friends of York Art Gallery (the "Society") for the year ended 31 December 2019.

This report is made solely to the Society's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the Society's trustees 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 Society, the Society's members as a body and the Society's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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

As the charity trustees of the Society you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Society's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material 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 Society as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Robert William Woolley BA (Hons), BFP, FCA, MAAT, DChA, MCM  
HPH  
Chartered Accountants  
54 Bootham  
York  
YO30 7XZ

Date:

**THE FRIENDS OF YORK ART GALLERY**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

|  | Notes | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Year ended<br>31 December<br>2019<br>£ | Year ended<br>31 December<br>2018<br>£ |
|--|-------|----------------------------|--------------------------|--|--|
| <b>Receipts</b>                                    |       |                            |                          |  |  |
| <i>Incoming resources from generated funds</i>     |       |                            |                          |  |  |
| Voluntary income                                   |       |                            |                          |  |  |
| Subscriptions                                      |       | 12,046                     | 3,850                    | 15,896                                 | 15,791                                 |
| Donations and rebates                              |       | 647                        | 160                      | 807                                    | 166                                    |
| Gift Aid   |       | 2,387                      | 856                      | 3,243                                  | 3,352                                  |
| <i>Activities for generating funds:</i>            |       |                            |                          |  |  |
| Fundraising  |       | 594                        | -                        | 594                                    | -                                      |
| Investment income                                  | 2     | 1,242                      | 2,312                    | 3,554                                  | 3,167                                  |
| Other receipts                                     | 3     | 16,562                     | -                        | 16,562                                 | 16,769                                 |
| <b>Total receipts</b>                              |       | <b>33,478</b>              | <b>7,178</b>             | <b>40,656</b>                          | <b>39,245</b>                          |
| <b>Payments</b>                                    |       |                            |                          |  |  |
| <i>Costs of generating funds:</i>                  |       |                            |                          |  |  |
| Other expenses                                     |       | 9,237                      | -                        | 9,237                                  | 13,490                                 |
| <i>Charitable activities:</i>                      |       |                            |                          |  |  |
| Grants   | 4     | 21,576                     | 3,681                    | 25,257                                 | 6,887                                  |
| <i>Governance costs</i>                            |       | 4,740                      | -                        | 4,740                                  | 6,060                                  |
| <b>Total payments</b>                              |       | <b>35,553</b>              | <b>3,681</b>             | <b>39,234</b>                          | <b>26,437</b>                          |
| <b>Net of receipts/(payments) before transfers</b> |       | <b>(2,075)</b>             | <b>3,497</b>             | <b>1,422</b>                           | <b>12,808</b>                          |
| <b>Transfers between funds</b>                     |       | <b>(500)</b>               | <b>500</b>               | <b>-</b>                               | <b>-</b>                               |
| <b>Net of receipts/(payments) after transfers</b>  |       | <b>(2,575)</b>             | <b>3,997</b>             | <b>1,422</b>                           | <b>12,808</b>                          |
| Cash funds brought forward at<br>1 January 2019    |       | 143,892                    | 178,174                  | 322,066                                | 309,258                                |
| Cash funds carried forward at<br>31 December 2019  | 6 & 7 | £ 141,317                  | £ 182,171                | £ 323,488                              | £ 322,066                              |

All operations are continuing.

The notes on pages 7 to 9 form part of these financial statements.

**THE FRIENDS OF YORK ART GALLERY**

**STATEMENT OF ASSETS AND LIABILITIES**

**AS AT 31 DECEMBER 2019**

|                                 | Note | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Year ended<br>31 December<br>2019<br>£ | Year ended<br>31 December<br>2018<br>£ |
|---------------------------------|------|----------------------------|--------------------------|--|--|
| <b>ASSETS</b>                   |      |                            |                          |  |  |
| Cash at bank and in hand        | 5    |                            |                          |  |  |
| Undesignated                    | 6    | 49,187                     | -                        | 49,187                                 | 49,340                                 |
| Designated                      | 6    | 92,130                     | -                        | 92,130                                 | 94,552                                 |
| Restricted                      | 7    | -                          | 182,171                  | 182,171                                | 178,174                                |
|                                 |      | <u>£ 141,317</u>           | <u>£ 182,171</u>         | <u>£ 323,488</u>                       | <u>£ 322,066</u>                       |
| <b>LIABILITIES</b>              |      |                            |                          |  |  |
| Fee for Independent Examination |      | 480                        | -                        | 480                                    | 480                                    |
| Subscriptions paid in advance   |      | 128                        | -                        | 128                                    | 95                                     |
| Grants due to YMT               |      | -                          | -                        | -                                      | 5,100                                  |
|                                 |      | <u>£ 608</u>               | <u>£ -</u>               | <u>£ 608</u>                           | <u>£ 5,675</u>                         |

The notes on pages 7 to 9 form part of these financial statements.

Approved by the Trustees on 15 February 2020 and signed on their behalf by:

Mr Peter Gibbard  
*Chairman*

Mrs Azizah Clayton  
*Treasurer*



# THE FRIENDS OF YORK ART GALLERY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

### 1. ACCOUNTING POLICIES

a) Basis of Preparation

The accounts are prepared on a receipts and payment basis.

b) Receipts

Receipts from generated funds

*Subscriptions, donations and legacies*

All income from subscriptions, donations and legacies is accounted for on the receipts basis. This policy is applied to legacy income.

Activities for generating funds

*Fundraising*

This represents gross income from events and from sales of merchandise in the year.

*Investment income*

Investment income from bank interest is accounted for on the receipts basis.

c) Payments

Costs of generating funds

*Costs of generating voluntary income*

The heading comprises direct costs of participating in events, all publicity costs and support costs.

Charitable activities

*Grants*

Grants are charged to the Receipts and Payments Account when paid. Additional monies allocated for grants in the year are transferred to a designated unrestricted fund. These costs include the costs incurred in managing the grants system.

Governance costs

These are the costs associated directly with the management by the Trustees of the Society's activities, including postage, stationery, printing, insurance and other general administration costs.

d) Assets

*Tangible fixed assets*

Individual fixed assets costing less than £500 per item are written off against income as they are purchased. Other assets are capitalised as fixed assets and depreciated over 4 years on a straight line basis.

e) Designated funds

Where the Society has agreed to pay a grant at a future date the amount is transferred to an unrestricted designated reserve. This ensures the Society is aware of its free reserves.

f) Restricted funds

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

### 2. INVESTMENT INCOME

|                        | 2019<br>£      | 2018<br>£      |
|------------------------|----------------|----------------|
| Bank interest received | <u>£ 3,554</u> | <u>£ 3,167</u> |

Included in bank interest received is £2,312 (2018: £2,944) relating to Restricted Funds.

# THE FRIENDS OF YORK ART GALLERY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

|   | 2019<br>£ | 2018<br>£ |
|---|-----------|-----------|
| <b>3. OTHER RECEIPTS</b>                                  |           |           |
| Included under the above heading are the following items: |           |           |
| Educational Visits  | £ 16,562  | £ 16,769  |

Included in other receipts is £nil (2018: £nil) relating to Restricted Funds.

|  | Unrestricted<br>2019<br>£ | Restricted<br>2019<br>£ | Total<br>2019<br>£ | Total<br>2018<br>£ |
|--|---------------------------|-------------------------|--------------------|--------------------|
| <b>4. GRANTS</b>                                   |                           |                         |                    |                    |
| Grants paid during the year were:-                 |                           |                         |                    |                    |
| <i>Grants to York Museums &amp; Gallery Trust:</i> |                           |                         |                    |                    |
| Drawer unit repair in Lucie Rie Exhibition         | 250                       | -                       | 250                | -                  |
| Conservation of Bouts and Beyond Exhibition        | 11,095                    | -                       | 11,095             | -                  |
| Conservation of Ceramic Work by Gillian Loendes    | 300                       | -                       | 300                | -                  |
| Purchase of "British American Scarecrow" by M Sami | 1,319                     | 3,681                   | 5,000              | -                  |
| Conservation of Mounting of Poussin                | 1,874                     | -                       | 1,874              | -                  |
| Conservation of "The Bridge at Fountains Abbey"    | 1,163                     | -                       | 1,163              | -                  |
| Glazing of "Calm Before a Storm"                   | 549                       | -                       | 549                | -                  |
| Purchase of "Riffli" sculpture by Austin Wright    | -                         | -                       | -                  | 2,000              |
| Re-framing costs                                   | 650                       | -                       | 650                | 620                |
| Conservation of YORAG                              | 626                       | -                       | 626                | 942                |
|  | 17,826                    | 3,681                   | 21,507             | 3,562              |
| Lotte Inch Gallery - Vase and Platter              | -                         | -                       | -                  | 825                |
| Grant to University of York for MA Studentship     | 3,750                     | -                       | 3,750              | 2,500              |
|  | £ 21,576                  | £ 3,681                 | £ 25,257           | £ 6,887            |

### 5. BANK BALANCES

|  | Unrestricted<br>2019<br>£ | Restricted<br>2019<br>£ | Total<br>2019<br>£ | Total<br>2018<br>£ |
|--|---------------------------|-------------------------|--------------------|--------------------|
| HSBC Community Account   | 10,719                    | -                       | 10,719             | 3,554              |
| NatWest Community Account                                      | 7,907                     | 71                      | 7,978              | 846                |
| Manchester Building Society Easy Access Business Saver Account | 31,105                    | 29,827                  | 60,932             | 60,629             |
| Shawbrook Bank 100-day notice account                          | -                         | 13,169                  | 13,169             | 13,026             |
| Skipton Building Society - 60-day Notice Account               | -                         | 45,916                  | 45,916             | 45,461             |
| Community Saver - Collection Fund Skipton                      | -                         | 15,724                  | 15,724             | 9,469              |
| United Trust Bank 60-day notice account                        | -                         | 77,464                  | 77,464             | 76,206             |
| Virgin Money Charity Deposit Account                           | 29,922                    | -                       | 29,922             | 52,107             |
| Hampshire Trust Bank - 10222336                                | 30,728                    | -                       | 30,728             | 30,349             |
| Hampshire Trust Bank - 10222328                                | -                         | -                       | -                  | -                  |
| Hampshire Trust Bank - 10307576                                | -                         | -                       | -                  | 30,419             |
| Hampshire Trust Bank - 10439828                                | 30,936                    | -                       | 30,936             | -                  |
|  | £ 141,317                 | £182,171                | £ 323,488          | £ 322,066          |

**THE FRIENDS OF YORK ART GALLERY**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**6. UNRESTRICTED FUNDS**

|   | Balance at<br>1 Jan 2019 | Receipts<br>in Year | Payments<br>in Year | Transfers<br>in Year | Balance at<br>31 Dec 2019 |
|---|--------------------------|---------------------|---------------------|----------------------|---------------------------|
| <u>Undesignated Funds</u>   | 49,340                   | 32,237              | (24,458)            | (7,932)              | 49,187                    |
| <u>Designated Funds</u>   |                          |                     |                     |                      |                           |
| The Trustees have designated funds to make the following Grants to York Art Gallery during later years: |                          |                     |                     |                      |                           |
| Grants approved but not paid  | 2,000                    | -                   | -                   | -                    | 2,000                     |
| Munster Fund  | 475                      | -                   | -                   | (475)                | -                         |
| Barbara Bourne Fund   | 10,272                   | 113                 | -                   | -                    | 10,385                    |
| Walter Chapman Fund   | 21,037                   | 232                 | (11,095)            | -                    | 10,174                    |
| Malden-Owen Bequest   | 60,768                   | 896                 | -                   | -                    | 61,664                    |
| Collection Fund   | -                        | -                   | -                   | 7,907                | 7,907                     |
|   | <u>£ 143,892</u>         | <u>£ 33,478</u>     | <u>£ (35,553)</u>   | <u>(500)</u>         | <u>£ 141,317</u>          |

Munster Fund: to foster cultural relations with the German city of Munster.

Barbara Bourne Funds: in 2012 the Charity received a legacy under the Will of Mrs Barbara Bourne to be applied towards the general purposes of the Friends.

Walter Chapman Fund: in 2013 the Charity received a legacy under the Will of Walter Chapman to be applied towards the general purposes of the Friends.

Malden-Owen Bequest: in 2017 the Charity received this bequest to be applied towards the general purposes of the Friends.

Collection Fund: during 2016 the Charity established a fund financed primarily by monthly standing orders from Members

**7. RESTRICTED FUNDS**

|                        | Balance at<br>1 Jan 2019 | Receipts<br>in Year | Payments<br>in Year | Transfers<br>in Year | Balance at<br>31 Dec 2019 |
|------------------------|--------------------------|---------------------|---------------------|----------------------|---------------------------|
| E. J. Swift Fund       | 3,641                    | 40                  | (3,681)             | -                    | -                         |
| Dr D. M. Bearpark Fund | 164,218                  | 2,158               | -                   | -                    | 166,376                   |
| Collection Fund        | 10,315                   | 4,980               | -                   | 500                  | 15,795                    |
|                        | <u>£ 178,174</u>         | <u>£ 7,178</u>      | <u>£ (3,681)</u>    | <u>£ 500</u>         | <u>£ 182,171</u>          |

E. J. Swift Fund: During the year ended 31 December 2003 the Charity was bequeathed £53,816 by the late Mrs Eunice Josephine Swift. In her will, Mrs Swift wished that the money be used by The Friends of York Art Gallery for "the furtherance of the art section". There is no specific 'art section' of the Charity, but the Trustees believe that the wording of the bequest is such that the money should be expended for the benefit of the collection of York Art Gallery in a way which would serve as a permanent memory to the generosity of Mrs Swift.

Dr D. M. Bearpark Fund: During the year ended 31 December 2008 the Charity was bequeathed £178,643 by the late Dr Denis Michael Bearpark. In his will Dr Bearpark wished that the money be used by The Friends of York Art Gallery "to assist in the purchase of works of art to add to the permanent collection of York Art Gallery and I express the wish that decisions as to which purchases shall be assisted shall be made by the Committee of the Friends of York Art Gallery and shall include works considered to be executed about one hundred years prior to the date of purchase".

Collection Fund: during 2016 the Charity established a fund financed primarily by monthly standing orders from Members

**8. TRUSTEES' REMUNERATION**

During the year, none of the Trustees received any remuneration or benefits by virtue of being a Trustee of the Charity.

During the year five Trustees (2018 - five) were reimbursed expenses (principally trip costs, stationery, postage and telephone) incurred on behalf of the Charity totalling £5,944 (2018 - £6,879).

**9. INDEPENDENT EXAMINATION FEE**

The Charity's independent examiner's fee for the work undertaken is reduced by 50%. The estimated benefit to the charity of this reduction for the year is £480.