

JERSEY HERITAGE TRUST

Report and Accounts

31 December 2002

Jersey Heritage Trust

TRUSTEES

Jurat P J de Veulle - Chairman
Mr F E Cohen - Vice Chairman
Mr P J Austin
Constable A S Crowcroft
Mrs S P Henwood
Mrs S J Pinel
Dr E Sallis
Mrs D Shute

DIRECTOR

Mr M P Day, BA FMA FRSA FCIM

OFFICE

The Jersey Museum
The Weighbridge
St Helier
Jersey
JE2 3NF

AUDITORS

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BANKERS

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Jersey Heritage Trust

TRUSTEES' ANNUAL REPORT 2002

INCORPORATION

The Jersey Heritage Trust was formally incorporated by order of Her Majesty in Council on 1 May 1983 and registered in Jersey on 3 June 1983.

PURPOSE STATEMENT

The Trust's purpose statement is as follows:

"Jersey's heritage and culture is special. The purpose of the Jersey Heritage Trust is to care for it, promote wide access to it, act as advocates on its behalf and bring imagination to telling its stories so that we inspire people to create a better island for everyone."

TRUSTEE APPOINTMENT

Deputy D R Maltwood's ceased to be a member of the States of Jersey on 10th December 2002 and therefore his term in office as the Trustee nominated by F & E Committee under paragraph 5.3.3 of the constitution ended on that date.

Mrs M Sunier did not to put herself forward for re-appointment to the board and consequently her term in office ceased on 19 July 2002.

Mr P J Austin, Constable A S Crowcroft, Mrs S P Henwood and Mrs S J Pinel were all re-appointed for further 3 year terms from 19 July 2002.

GOVERNANCE

The Board of Trustees formally meets 6-8 times per year. Additional assurance about the Trust's work is provided by three joint Trustee/Officer groups. The Governance Committee provides additional assurance to the Trustees that a sound internal framework exists with regard to the organisation's assets and resources, financial and legal responsibilities, probity, value for money and staffing. The Collections & Commissions Group has responsibility for ensuring there is a proper balance between the need to care for collections, purchase historic objects of local interest, and to add to the collections through new commissions. The Mont Orgueil Project group ensures value for money is obtained from and cost control is applied to the restoration and interpretation programme planned for that site.

PROPERTIES

The Trust is the owner of the properties known as the Jersey Museum, No.9 Pier Road and the Sir Francis Cook Gallery. It also has leases on the properties known as the Occupation Tapestry Gallery & Maritime Museum, and Le Hocq Tower, the rents for these properties being £56,604 and £10 per annum respectively. The Trust has been granted by deed of gift the usufruct of Mont Orgueil and Elizabeth Castle. Two management agreements with the Société Jersiaise cover the responsibilities of the Trust in respect of the properties at La Hougue Bie and Hamptonne. The status of the Trust in respect of the Jersey Archive building, which is owned by the States of Jersey, is still subject to negotiation.

INSURANCE

In its long association with its brokers Hepburns, the Trust has continually reviewed its insurance policies to ensure that it maintains adequate cover against commercial risks. However, the inalienable nature of much of the Trust's assets, in particular the historic buildings and collections, means that the replacement, repair, or restoration cost of many of these assets far exceeds the balance sheet valuations.

The insurance valuations of those assets which have not been recorded in the balance sheet are set out below:

| Asset | £'000 |
|--|--------|
| No 9 Pier Road Building | 5,500 |
| Elizabeth Castle Keep | 18,000 |
| Mont Orgueil Keep | 2,000 |
| Hamptonne Country Life Museum Buildings | 2,840 |
| La Hougue Bie Museum Buildings | 580 |
| Museum and Archive Collections (on a first loss basis) | 4,000 |

TRUSTEES' ANNUAL REPORT 2002

The total valuation for the entire collections excluding the States of Jersey Archives (which are separately insured by the States themselves) is £15,000,000. However because of the way the collections are dispersed at various sites the Trust is able to secure a more cost effective insurance cover on the basis that the maximum loss from a single insurable event will not exceed £4,000,000.

Insurance valuations for the Jersey Archive, Jersey Museum, Maritime Museum, and fixture & fittings are based on the original balance sheet cost indexed linked to the relevant price indices.

Trustee indemnity insurance providing risk cover of up to £250,000 for each insurable event was purchased in the year at the cost of £850.

AUDIT REVIEWS

In addition to the annual audit of the accounts four special audits were carried out one by Ernst & Young which reviewed the Trust's cash handling procedures and three further audits which were completed by the Audit and Risk Management Division of the States Treasury. These audits reviewed: Capital Expenditure, Internal Control Procedures and Governance Structures. All the reports were very favourable indicating the Trust was a model of best practise in many cases and ahead of most other Public Sector organisations.

OVERALL FINANCIAL STRATEGY

At the start of the year the Trust had general revenue reserves of £91,000 and a separately designated Archive revenue reserve of £86,000.

However towards the end of 2001 it became clear the Trust was facing some difficult challenges as revenue growth in 2002 and 2003 were expected to be around 1½% per annum and expenditure growth if unchecked would naturally grow at 4½%. The reasons for the modest revenue growth forecasts were:

- the States as a whole was facing a budget deficit, with the result that the Trust's funding committee (F& E) had to contain its own expenditure,
- the finance industry was undergoing a period of consolidation and it was becoming increasingly difficult to obtain sponsorship to support the Trust's programme of activities and events.
- the number of visitors to the island continued to decline and with it the Trust's admissions Income.

During 2002 the Board was faced with a stark choice, cut staffing levels and increase admission prices significantly or accept financial deficit by the end of 2003.

INCOMING RESOURCES

The States of Jersey Revenue Grant

After some very protracted negotiations with the States Treasury, the 2002 revenue grant was set at £1,464,900: an increase of £44,600 (3.1%) over that received in 2001. However, in the context of inflation running at 4.2%, this still represented a cut in real terms.

Admissions Income

In response to the difficult financial position, admission prices were increased by 25% in 2002 to a level comparable to other attractions in the island. This generated an additional £73,000 of revenue, 10% more than in the previous year. In the context of such a significant price increase the revenue growth is relatively modest and this in large part can be attributed to the reduction in overall visitor numbers to the island and, of course, to some extent visitor price sensitivity.

Other income sources

The impact of the loss of a major sponsor in the year and lower bank interest rates has had a significant impact on the total revenue generated from activities included under this heading. However there has been some modest growth in the income derived from records management and conservation services provided by the Jersey Archive.

OUTGOING RESOURCES

At the outset of the financial year a total of seven posts were frozen or permanently cut. The total savings from these staff reductions was £120,000 and as result of the opportunities provided by staff turnover in the year further savings of £37,000 (on an annualised basis) were achieved. The impact of those savings is reflected in the 2002 revenue expenditure levels which at £2.397m were slightly lower in nominal terms than that of the previous year (£2.417m) and of course this represents a much greater cut in real terms.

Sites & Collections expenditure

As a result of the staff savings it has been possible to continue the usual modest programmes designed to maintain buildings, renew displays and care for the collections. The pattern of expenditure has changed so that the number of programmes is greater but they tend to be more low key in nature. This has allowed a more effective use of technician and site gardien time because it is now possible to schedule work for completion throughout the year whereas in the past, most of the work had to be completed before the main visitor season begun.

Visitor Services

The highly successful living history programme continues to be re-focused to ensure maximum visitor impact. Following completion of the drawing room in No.9 two of the demonstrators previously based at Hamptonne were relocated and became regular players of the governess in the rooms of the Merchant's house during the main visitor season. Also at this site the spy Antoine provided great entertainment for the visitors throughout the whole of August, a programme which was fully funded by Tourism as part of the Victor Hugo celebrations.

MONT ORGUEIL CASTLE

Much of the work on the main project has been delayed whilst the Development Strategy was completed for submission to the planning process. However, some progress has been made. In particular further archaeological investigations have taken place and a considerable amount of public consultation has occurred. Where permissions have been received for a programme of conservation work such as the repair the Residential Apartment roof, or for preparatory work on some exhibits within the interpretative scheme, progress has been made and these represent the majority of the project expenditure of £497,000 incurred during the year. The remaining costs relate to professional fees necessary before final plans for the castle could be completed.

INVESTMENTS AND CASH BALANCES

At the year end cash balances decreased from £3.9 million to £3.4 million. The bulk of these cash balances are held by the Trust for its capital programme or other restricted purposes. At the year end £209,000 was available for general revenue expenditure representing only about one months funding.

As virtually all of its cash balances are held for restricted purposes, the Trust's investment policy is necessarily a cautious one. On informal advice from the States Treasury all cash balances are held on term deposits with three reputable banks with varying terms of up to one year.

REVENUE RESERVES

As a result of the difficult decisions taken to reduce staff costs and increase admission prices, the Trust was able to achieve a relatively healthy financial position at the end of 2002. Unrestricted and Archive reserves totalled £239,000 at the end of the year, an increase of £55,000. Of this increase, £49,000 is as a result of the closure of a fund which had been held for restricted purposes. (See note 9)

Although these reserves levels are greater than have been seen for some years, the Trust now faces the greatest period of uncertainty in its history as the States Grant will be subject to significant real cuts for 2003 with the strong possibility of further real cuts in 2004. Negotiations have now begun with the Committee for Education Sport and Culture to determine both the future levels of funding and shape of the organisation.

TRUST'S DIRECTOR

The Director of the Jersey Heritage Trust for the past 16 years has been Michael Day, who will be taking up a new position as Chief Executive of Historic Royal Palaces in August 2003. Under his energetic and inspirational leadership, the Jersey Heritage Trust has made a very significant contribution to island life in many important ways, and those achievements will be with us for years to come. We wish to place on record our very great appreciation for his selfless work for the island and wish him every success in his most prestigious new appointment.

The Trustees have every confidence that the robust, dedicated and enthusiastic organization which he and his team have created will meet the challenging times ahead with their usual determination and professionalism.

X 

(Chairman)

The Jersey Heritage Trust

STATEMENT OF TRUSTEES' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

The Trustees have prepared accounts in accordance with generally accepted accounting principles to show a true and fair view of the net movement in resources of the Jersey Heritage Trust for the period and the state of the Jersey Heritage Trust's affairs at the end of the year.

In preparing accounts the Trustees should:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the Jersey Heritage Trust will continue in business.

The Trustees are responsible for keeping accounting records which are sufficient to show and explain the Jersey Heritage Trust's transactions and are such as to disclose with reasonable accuracy, at any time, the financial position of the Jersey Heritage Trust. They are also responsible for safeguarding the assets of the Jersey Heritage Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT OF RECOMMENDED PRACTICE

In compliance with requirements of Statement of Recommended Practice No.2 entitled "Accounting by Charities", the Statement of Financial Activities splits the accounts into the following funds:

Unrestricted Funds

These are resources which are expendable at the discretion of the Jersey Heritage Trust. From within such funds the Trustees may, from time to time, designate or re-designate funds for special purposes and, at the end of the year, the distinction between those unrestricted funds which are designated and those which are not will need to be shown.

Restricted Funds

Both income and capital earmarked by the donor or provider for specific projects; must be accounted for separately.

Heritage Funds

Where there is no power or authority within the Jersey Heritage Trust to convert assets into any other form or to dispose of them, they are designated as a Heritage Fund, which has the characteristic of permanence. Note 4 to the accounts expands on the assets that comprise the Heritage Funds.

X 

(Chairman)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF JERSEY HERITAGE TRUST

We have audited the trust's financial statements for the year ended 31 December 2002 which comprise Balance Sheet, Statement of Financial Activities, Cash Flow Statement, and the related notes 1 to 11. These financial statements have been prepared on the basis of the accounting policies set out therein.

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

Respective responsibilities of trustees and auditors

As described in the Statement of Trustees' Responsibilities the trustees are responsible for the preparation of the financial statements in accordance with applicable Jersey law .

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements, which have been prepared in accordance with United Kingdom accounting standards, give a true and fair view. We also report to you if, in our opinion, the company has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the trust's circumstances, consistently applied and adequately disclosed.

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

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the Jersey Heritage Trust as at 31 December 2002 and of its net incoming resources for the year then ended.

Ernst & Young LLP

Ernst & Young LLP

Date 13 June 2003

Jersey Heritage Trust

BALANCE SHEET

at 31 December 2002

| | Notes | Unrestricted Funds £000 (See page 9) | Designated Funds £000 (Note 2) | Restricted Funds £000 (Note 3) | Heritage Funds £000 (Note 4) | 2002 Total £000 | 2001 Total £000 |
|--|-------|---|---|---|---------------------------------------|-----------------------|-----------------------|
| PROPERTY | 5 | – | – | – | 9,824 | 9,824 | 9,907 |
| OTHER FIXED ASSETS | 6 | 92 | – | – | 812 | 904 | 1,109 |
| | | <u>92</u> | <u>–</u> | <u>–</u> | <u>10,636</u> | <u>10,728</u> | <u>11,016</u> |
| CURRENT ASSETS | | | | | | | |
| Debtors | 7 | 58 | – | – | | 58 | 96 |
| Bank balances | | 89 | 151 | 547 | 2,655 | 3,442 | 3,873 |
| | | <u>147</u> | <u>151</u> | <u>547</u> | <u>2,655</u> | <u>3,500</u> | <u>3,969</u> |
| CREDITORS: amounts falling due within one year | | | | | | | |
| Creditors | | 120 | – | – | 27 | 147 | 225 |
| Net current assets | | <u>27</u> | <u>151</u> | <u>547</u> | <u>2,628</u> | <u>3,353</u> | <u>3,744</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>119</u> | <u>151</u> | <u>547</u> | <u>13,264</u> | <u>14,081</u> | <u>14,760</u> |
| CREDITORS: amounts falling due after more than one year | | | | | | | |
| Loan payable | 8 | – | – | – | 413 | 413 | 440 |
| Net assets | | <u>119</u> | <u>151</u> | <u>547</u> | <u>12,851</u> | <u>13,668</u> | <u>14,320</u> |
| Represented by: | | | | | | | |
| INCOME FUNDS | | 119 | 151 | 547 | – | 817 | 791 |
| HERITAGE FUNDS | | – | – | – | 12,851 | 12,851 | 13,529 |
| Total | | <u>119</u> | <u>151</u> | <u>547</u> | <u>12,851</u> | <u>13,668</u> | <u>14,320</u> |

X Signed by: 
Chairman

X Trustee 

6 June 2003

Jersey Heritage Trust

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2002

| | <i>Unrestricted Funds £000</i> | <i>Designated Funds £000</i> | <i>Restricted Funds £000</i> | <i>Heritage Funds £000</i> | <i>2002 Total £000</i> | <i>2001 Total £000</i> |
|--|--|--------------------------------------|--------------------------------------|------------------------------------|--------------------------------|--------------------------------|
| INCOMING RESOURCES | | | | | | |
| States' grants | | | | | | |
| -revenue | 1,031 | 434 | – | – | 1,465 | 1,420 |
| -other | – | – | 12 | – | 12 | 248 |
| Admissions income | 686 | – | 85 | – | 771 | 698 |
| Rents & heritage spaces | 146 | – | – | – | 146 | 169 |
| Publications | 7 | – | – | – | 7 | 12 |
| Bank interest | 38 | – | 18 | 109 | 165 | 245 |
| Sponsorship & related income | 89 | – | 11 | – | 100 | 183 |
| Fees & charges | 34 | 15 | – | – | 49 | 37 |
| | <u>2,031</u> | <u>449</u> | <u>126</u> | <u>109</u> | <u>2,715</u> | <u>3,012</u> |
| OUTGOING RESOURCES | | | | | | |
| Direct expenses | | | | | | |
| Sites & collections | 1,192 | – | 112 | 805 | 2,109 | 2,265 |
| Visitor services | 457 | – | – | – | 457 | 454 |
| Jersey Archive | – | 374 | – | – | 374 | 386 |
| Special projects | – | – | 11 | – | 11 | 64 |
| Société grant | – | 41 | – | – | 41 | 41 |
| Management & administration | 375 | – | – | – | 375 | 371 |
| | <u>2,024</u> | <u>415</u> | <u>123</u> | <u>805</u> | <u>3,367</u> | <u>3,581</u> |
| Net (outgoing)/incoming resources before transfers | 7 | 34 | 3 | (696) | (652) | (569) |
| Transfers between funds | 21 | – | (39) | 18 | – | – |
| Net (outgoing)/incoming resources after transfers | 28 | 34 | (36) | (678) | (652) | (569) |
| Total resources brought forward | 91 | 117 | 583 | 13,529 | 14,320 | 14,889 |
| Total resources carried forward | <u>119</u> | <u>151</u> | <u>547</u> | <u>12,851</u> | <u>13,668</u> | <u>14,320</u> |

Jersey Heritage Trust

CASH FLOW STATEMENT for the year ended 31 December 2002

| | <i>Note</i> | 2002 £000 | 2001 £000 |
|--|-------------|--------------|--------------|
| RECONCILIATION OF NET INCOMING RESOURCES TO NET CASH INFLOW FROM OPERATING ACTIVITIES | | | |
| Decrease in resources | | (652) | (569) |
| Bank Interest receivable | | (165) | (245) |
| Depreciation | | 317 | 420 |
| (Decrease)/Increase in creditors | | (78) | (84) |
| Decrease/(Increase) in debtors | | 38 | 18 |
| NET CASH OUTFLOW FROM OPERATING ACTIVITIES | | <u>(540)</u> | <u>(460)</u> |
| SERVICING OF FINANCE | | | |
| Bank Interest receivable | | 165 | 245 |
| CAPITAL EXPENDITURE AND FINANCIAL INVESTMENT | | | |
| Payments to Acquire tangible fixed assets | | (29) | (137) |
| NET CASH INFLOW FROM INVESTING ACTIVITIES | | <u>136</u> | <u>108</u> |
| CASH FLOW BEFORE USE OF LIQUID RESOURCES AND FINANCING | | (404) | (352) |
| MANAGEMENT OF LIQUID RESOURCES | | | |
| Changes to short term deposits | | 493 | 258 |
| FINANCING | | | |
| Loan repayments | | (27) | (28) |
| INCREASE/(DECREASE) IN CASH | | <u>62</u> | <u>(122)</u> |
| RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT | | | |
| Changes to short term deposits | | (493) | (258) |
| Increase/Decrease in cash | | 62 | (122) |
| Loan Repayments | | 27 | 28 |
| MOVEMENT IN NET DEBT | | <u>(404)</u> | <u>(352)</u> |
| Net debt at the start of the year | 10 | 3,405 | 3,757 |
| NET DEBT AT THE END OF THE YEAR | 10 | <u>3,001</u> | <u>3,405</u> |

Jersey Heritage Trust

NOTES TO THE ACCOUNTS

at 31 December 2002

1. ACCOUNTING POLICIES

(A) ACCOUNTING CONVENTION

The accounts are prepared under the historical cost convention and in accordance with accounting principles generally accepted in the Island of Jersey incorporating United Kingdom accounting standards, and comply with Statement of Recommended Practice No.2 entitled "Accounting by Charities".

(B) PROPERTY

The initial restoration expenditure and any development work is capitalised; subsequent conservation repair and restoration costs are written off to the Statement of Financial Activities. No depreciation is provided on freehold property as in the opinion of the trustees, any depreciation charged on the freehold property would be immaterial. The trustees carry out an annual impairment review on each of the freehold properties to ensure their current value is not less than their carrying amount.

(C) FIXED ASSETS

Fixed assets (with the exception of items for collection which are written off in the year of acquisition) are depreciated on a straight line basis using the following rates:

| | |
|-----------------------|-------------------|
| Fixtures and fittings | 10% |
| Other equipment | 20% - 33% |
| Motor vehicle | 25% |
| Leasehold property | Life of the lease |

(D) COLLECTIONS

The Jersey Heritage Trust's own collection comprises objects, artefacts, archives material, and data, of an historic nature which are specifically donated to, or purchased by, the Trust. All acquisition costs are written off in the year of purchase.

Items generally donated to the museum are deemed to have been donated to the Société Jersiaise and are not included in these accounts.

Costs of the care and maintenance of all collections managed by the Jersey Heritage Trust, whether owned by the Société Jersiaise, the Jersey Heritage Trust, the States of Jersey and others, are borne by the Jersey Heritage Trust and are reflected in these accounts. All the costs of insurance in respect of collections held on properties owned or managed by the Trust, are reflected in these accounts.

(D) HISTORIC BUILDINGS

The Jersey Heritage Trust cares for a number of Historic Buildings for which it would be impossible to find the cost information needed to produce a reliable valuation. Therefore the restoration cost of these buildings is written off in the year in which it is expended.

(F) GRANTS

All grants are credited on a received basis.

(G) INVESTMENT INCOME

Deposit interest is accrued on a daily basis.

(H) RENT RECEIVABLE

Credit is taken for rental income on the dates receivable.

(I) SPECIFIC FUNDS

Grants or bequests received for specific purposes are accounted for separately.

Jersey Heritage Trust

NOTES TO THE ACCOUNTS

at 31 December 2002

2. DESIGNATED FUNDS

The income funds of the Trust include the following designated funds which have been set aside out of unrestricted fund by the Trustees of the Jersey Heritage Trust.

| | <i>Balance 1 January 2002 £000</i> | <i>Incoming Resources £000</i> | <i>Outgoing Resources £000</i> | <i>Transfers (Note 9) 31 December 2002 £000</i> | <i>Balance 31 December 2002 £000</i> |
|---------------------------------|--|--|--|---|--|
| Grants to the Société Jersiaise | – | 41 | (41) | – | – |
| JHT fund-Société projects | 31 | – | – | – | 31 |
| Jersey Archive | 86 | 408 | (374) | – | 120 |
| Total | 117 | 449 | (415) | – | 151 |

3. RESTRICTED FUNDS

| | <i>Balance 1 January 2002 £000</i> | <i>Incoming Resources £000</i> | <i>Outgoing Resources £000</i> | <i>Transfers (Note 9) 31 December 2002 £000</i> | <i>Balance 31 December 2002 £000</i> |
|-----------------------------------|--|--|--|---|--|
| Ancient Monuments | 239 | 94 | (74) | – | 259 |
| Commonwealth Institute Exhibition | 49 | – | – | (49) | – |
| Howard D Lifeboat restoration | 3 | – | – | – | 3 |
| Boat restoration | – | 4 | (4) | – | – |
| Millennium Monument Project | 250 | 9 | (7) | – | 252 |
| Heritage Database | 10 | – | (14) | 10 | 6 |
| 2004 Celebrations | 9 | 12 | (3) | – | 18 |
| Hamptonne Environment | (5) | 7 | (2) | – | – |
| No 9 Fund | 28 | – | (19) | – | 9 |
| Total | 583 | 126 | (123) | (39) | 547 |

4. HERITAGE FUNDS

| | <i>Balance 1 January 2002 £000</i> | <i>Incoming Resources £000</i> | <i>Outgoing Resources £000</i> | <i>Transfers (Note 9) 31 December 2002 £000</i> | <i>Balance 31 December 2002 £000</i> |
|----------------------------------|--|--|--|---|--|
| Jersey Archive | 5,669 | – | (81) | (80) | 5,508 |
| Augrès Collections Store | 101 | – | – | 28 | 129 |
| Jersey Museum | 3,433 | – | – | – | 3,433 |
| Mont Orgueil Restoration | 2,901 | 106 | (480) | 70 | 2,597 |
| OTG/Maritime Museum | 889 | – | (207) | – | 682 |
| Sir Francis Cook Gallery-Bequest | 536 | 3 | (37) | – | 502 |
| Total | 13,529 | 109 | 805 | 18 | 12,851 |

Jersey Heritage Trust

NOTES TO THE ACCOUNTS

at 31 December 2002

5. PROPERTY

| | <i>Freehold Land & Buildings £000</i> | <i>Leasehold Property £000</i> | <i>Total £000</i> |
|--|---|--|-----------------------|
| Cost | | | |
| At 1 January 2002 | 4,445 | 5,902 | 10,347 |
| Additions | – | 14 | 14 |
| Disposals | – | – | – |
| At 31 December 2002 | <u>4,445</u> | <u>5,916</u> | <u>10,361</u> |
| Accumulated depreciation | | | |
| At 1 January 2002 | – | 440 | 440 |
| Charge for the year | – | 97 | 97 |
| Disposals | – | – | – |
| At 31 December 2002 | <u>–</u> | <u>537</u> | <u>537</u> |
| Net book values at 31 December 2002 | <u>4,445</u> | <u>5,379</u> | <u>9,824</u> |
| Net book values at 31 December 2001 | <u>4,445</u> | <u>5,462</u> | <u>9,907</u> |

All the above assets have been included within the Heritage Funds.

The freehold property above comprises the following:

| | <i>Cost £000</i> |
|---|----------------------|
| Jersey Museum, Weighbridge, St Helier | 3,433 |
| Sir Francis Cook Gallery, Augrès, Trinity | 444 |
| Collections Store, Augrès, Trinity | 568 |
| Total | <u>4,445</u> |

Jersey Heritage Trust

NOTES TO THE ACCOUNTS

at 31 December 2002

5. PROPERTY (continued)

| | |
|---|----------------------------|
| The leasehold property above comprises the following: | <i>Cost</i> <i>£000</i> |
| Occupation Tapestry Gallery/Maritime Museum stores, New North Quay, St Helier | 244 |
| Jersey Archive Clarence Road, St Helier | 5,135 |
| Le Hocq Tower, St Clement | – |
| Total | <u>5,379</u> |

The terms of the leases are as follows:

| <i>Property</i> | <i>Lease length</i> | <i>Expiry date</i> |
|---|---------------------|--------------------|
| Occupation Tapestry Gallery/ Maritime Museum | 9 years | 30 June 2005 |
| Jersey Archive (under negotiation) | 99 years | From signing date |
| Le Hocq Tower, St Clement | 25 years | 24 June 2019 |

In compliance with requirements of Statement of Recommended Practice all expenditure on the Mont Orgueil Restoration Project has been taken to the Statement of Financial Activities.

6. OTHER FIXED ASSETS

| | <i>Fixtures & Fittings</i> | | <i>Other</i> | <i>Motor</i> | <i>Total</i> |
|--|--------------------------------|--------------|------------------|-----------------|--------------|
| | <i>Leasehold</i> | <i>Other</i> | <i>Equipment</i> | <i>Vehicles</i> | <i>Total</i> |
| | <i>£000</i> | <i>£000</i> | <i>£000</i> | <i>£000</i> | <i>£000</i> |
| Cost | | | | | |
| At 1 January 2002 | 1,709 | 1,090 | 150 | – | 2,949 |
| Additions | 3 | – | – | 12 | 15 |
| Disposals | – | – | (32) | – | (32) |
| At 31 December 2002 | <u>1,712</u> | <u>1,090</u> | <u>118</u> | <u>12</u> | <u>2,932</u> |
| Accumulated depreciation | | | | | |
| At 1 January 2002 | 709 | 1,090 | 41 | – | 1,840 |
| Charge for the period | 191 | – | 29 | – | 220 |
| Disposals | – | – | (32) | – | (32) |
| At 31 December 2002 | <u>900</u> | <u>1,090</u> | <u>38</u> | <u>–</u> | <u>2,028</u> |
| Net book values at 31 December 2002 | <u>812</u> | <u>–</u> | <u>80</u> | <u>12</u> | <u>904</u> |
| Net book values at 31 December 2001 | <u>1,000</u> | <u>–</u> | <u>109</u> | <u>–</u> | <u>1,109</u> |

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NOTES TO THE ACCOUNTS

at 31 December 2002

6. OTHER FIXED ASSETS (continued)

The net book value of assets at 31 December 2002 is analysed between the following funds:

| | <i>Fixtures & Fittings</i> | | <i>Other</i> | <i>Motor</i> | <i>Total</i> |
|----------------|--------------------------------|--------------|------------------|-----------------|--------------|
| | <i>Leasehold</i> | <i>Other</i> | <i>Equipment</i> | <i>Vehicles</i> | |
| | <i>£000</i> | <i>£000</i> | <i>£000</i> | <i>£000</i> | |
| Unrestricted | – | – | 80 | 12 | 92 |
| Heritage funds | 812 | – | – | – | 812 |
| Total | 812 | – | 80 | 12 | 904 |

Leasehold fixtures and fittings relate to costs associated with fitting out the Occupation Tapestry Gallery/ Maritime Museum and the Archive Building. Other fittings relate to costs associated with the Jersey Museum.

| | <i>2002</i> | <i>2001</i> |
|------------------------------------|--------------|--------------|
| | <i>£000</i> | <i>£000</i> |
| | <i>Total</i> | <i>Total</i> |
| Capital commitments | | |
| Authorised but not contracted for: | 2,278 | 2,537 |
| Contracted for: | 340 | 287 |
| Total | 2,618 | 2,824 |

All the above capital commitments relate to the Mont Orgueil project.

7. DEBTORS

The following is an analysis of the amount included in debtors:

| | <i>2002</i> | <i>2001</i> |
|-------------------------|-------------|-------------|
| | <i>£000</i> | <i>£000</i> |
| States Grant receivable | 24 | – |
| Bank Interest Accrued | – | 76 |
| Other debtors | 34 | 20 |
| Total | 58 | 96 |

8. LOAN PAYABLE

The States of Jersey has provided a loan of £550,000 to the Jersey Heritage Trust for the purpose of building a Collections Store at Augrès. The loan is interest free and repayable in 20 equal annual instalments, with the first instalment having been made 1 January 1999. The loan is analysed as to creditors as follows:

| | <i>2002</i> | <i>2001</i> |
|---|-------------|-------------|
| | <i>£000</i> | <i>£000</i> |
| Amounts falling due in less than 1 year | 27 | 27 |
| Amounts falling due in more than 1 year | 413 | 440 |
| Total | 440 | 467 |

Jersey Heritage Trust

NOTES TO THE ACCOUNTS

at 31 December 2002

9. TRANSFER BETWEEN FUNDS

The sum of £27,500 was transferred from the unrestricted funds to the Augrès Store fund. This relates to the annual payment of the loan described more fully in note 7.

The Finance and Economics Committee gave the Trust permission to release a sum of £49,064 from the restricted fund, held for the purpose of meeting the costs of Jersey's Contribution to the Commonwealth Exhibition, into its unrestricted reserve.

Under permissions given by the F & E Committee in 2001 any funds voted for the Archive building still remaining unspent at the end of project became available at the Trust's discretion for use in either purchasing additional equipment for the Archive or to provide additional capital to the Mont Orgueil Restoration project. Following final agreement with consultants and contractors involved in the project £80,000 remained, of which £10,000 was used to purchase equipment required to enhance access to the Heritage Database and the balance of £70,000 was transferred to the Mont Orgueil Restoration Fund.

10. ANALYSIS OF CHANGES IN NET DEBT

| | <i>At</i> | | <i>At</i> |
|--------------------------|------------------|-------------------------|----------------|
| | <i>1 January</i> | <i>Cash 31 December</i> | <i>2002</i> |
| | <i>2002</i> | <i>Flow</i> | <i>2002</i> |
| | <i>£000</i> | <i>£000</i> | <i>£000</i> |
| Cash at Bank and in hand | 3,873 | (431) | 3,442 |
| Debt due within one year | (28) | – | (28) |
| Debt due after one year | (440) | 27 | (413) |
| | <u>3,405</u> | <u>(404)</u> | <u>(3,001)</u> |

11. PENSION COSTS

Present and past employees of the Jersey Heritage Trust are covered by the provisions of the Public Employees' Contributory Retirement Scheme (PECRS). The scheme is a defined benefit scheme and the liability for payment of future benefits is borne by the PECRS. The Jersey Heritage Trust meets the employer cost of pension cover for the staff they employ by payment of contributions calculated on an accruals basis.

For 2002, contributions of £142,430 were paid to the States Treasury at rate of 15.16% as determined by the Scheme Actuary and advised by the States Treasury. Particulars of the scheme are shown in the financial statements of the States Treasury.

11. WHOLLY OWNED SUBSIDIARY

The Jersey Heritage Trust has one wholly owned subsidiary, the Jersey Museum Trading Company Limited. This company holds the liquor licences in respect of the Jersey Museum, but is otherwise dormant and has no other assets.