
BRITISH GLASS FOUNDATION
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2016

Company number: 07344291
Charity number: 1139252

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

CONTENTS

	Page
Directors' and Trustees' Report	1
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes forming part of the Financial Statements	10

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT

YEAR ENDED 31 AUGUST 2016

The directors and trustees are pleased to present their report and financial statements for the year ended 31 August 2016.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name	British Glass Foundation
Charity Registration Number	1139252
Company Registration Number	07344291
Registered Office	Higgs & Sons 3 Waterfront Business Park Brierley Hill Dudley DY5 1LX
Independent Examiner	Mr S Atkins FCA PKF Cooper Parry Group Limited Chartered Accountants No.8 Calthorpe Road Edgbaston Birmingham B15 1QT
Bankers	HSBC Bank Plc Church Green Road Redditch Worcestershire B97 4EA
Solicitors	Higgs & Sons 3 Waterfront Business Park Brierley Hill Dudley DY5 1LX

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT (continued)

YEAR ENDED 31 AUGUST 2016

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Board Members

The Board Members, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out below:

G Knowles (Chairman)
G Fisher
M Harris
A Malcolm

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, having no share capital. It was incorporated on 12 August 2010 and registered as a charity on 2 December 2010. The charitable company was established under a Memorandum of Association, which established its objects and powers, and it is governed under its Articles of Association. In the event of the charitable company being wound up members are required to contribute an amount not exceeding £1.

It is exempt from using "Limited" under Section 60 of the Companies Act 2006.

Recruitment and Appointment of the Directors

When recruiting new Directors the existing Directors look for those individuals whose skills and experience can make a significant contribution to the management of the charitable company.

New Directors are made aware of their responsibilities as charity trustees and company directors and are helped to familiarise themselves with the practical and financial aspects of the charitable company's operations. To help them they are provided with a copy of the company's memorandum and articles of association, the latest published accounts, the charitable company's mission statement and appropriate Charity Commission publications.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT (continued)

YEAR ENDED 31 AUGUST 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Director Induction and Training

New directors are inducted by the current directors and are given a comprehensive overview of the charitable company by the chair of the organisation.

New directors are given the Charity Commission guide on becoming a trustee together with copies of the Memorandum and Articles of Association of the charitable company, financial information and Board minutes.

All of the directors are regularly kept up to date with changes in relevant legislation.

Risk Management

The directors/trustees have assessed the major risks to which the charitable company is exposed and are satisfied that systems are in place to minimise the effect of such risks upon the charitable company.

OBJECTIVES AND ACTIVITIES

The objectives of the charitable company are set out in the Memorandum & Articles of Association are the promotion, advancement, encouragement and support of the craft of glass making and the education of the public in the arts, industry and history of glass making.

In shaping the charitable company's objectives for the year and planning its activities the Directors have considered the Charity Commission's guidance on public benefit.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT (continued)

YEAR ENDED 31 AUGUST 2016

ACHIEVEMENTS AND PERFORMANCE

The British Glass Foundation arose out of proposals by Dudley MBC in 2009 to close Broadfield House Glass Museum, home to the internationally renowned Stourbridge glass collection, and became a key partner alongside Dudley Council and Complex Development Projects Limited in creating a new purpose built facility, with bigger and more flexible exhibition space, on the site of the former Stuart & Sons Glassworks in the heart of the Glass Quarter. Although remaining true to its founding principles it continues to evolve and looking at new and exciting ways to promote the glass collections at White House Cone to inspire and engage the wider public and to nurture glass artists of the future.

The Trustees have negotiated a 125 year Lease on the museum building; a 125 year Loan Agreement for the glass collections and a 125 year Lease of the adjoining buildings to be used for business/craft units that will bring in rental income to ensure sustainability for the future. The long term intention is for the White House Cone site and the Red House Cone site to be integrated and run as one unit under the same management.

All this has only been possible with the dedicated help and support of a number of people including many glass enthusiasts and we would like to thank everyone who has made a donation or provided sponsorship and support to the BGF. Since the launch of the charity in November 2010 the day-to-day running costs have been met from other sources or from donations made specifically for this purpose and in this respect we would like to specifically thank Hulbert Properties Limited for their generosity over the last 6 years. We would also like to thank Ian Harrabin of Complex Development Projects Limited; Larry Priest and Dean Shaw of Bryant Priest Newman Architects for their generosity, expertise and passion for the local area and also Will Farmer of Fieldings Auctioneers, Higgs & Sons and PKF Cooper Parry for their invaluable help and advice as we move to becoming a Museum Trust to take over the glass collections and running the brand new White House Cone – Museum of Glass.

FINANCIAL REVIEW

Principal funding sources

The principal funding sources of the charitable company comprise donations and gift-aid receipts.

Investment policy

The charitable company's cash balances are held in bank accounts so as to protect the capital invested.

Reserves policy

The directors will ensure that the reserves are maintained at a level to enable the charitable company to continue to be in a position to operate as envisaged. To this end, the directors have agreed reserves will be maintained at a minimum level of £10,000.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT (continued)

YEAR ENDED 31 AUGUST 2016

CHAIRMAN'S REPORT

This has certainly been another very exciting year for the British Glass Foundation and for the glass community following the approval of the ERDF funding of £2.1m for the new glass museum and our Round 2 application to the Heritage Lottery Fund for the internal fit-out where a decision is expected in March 2017.

The name of the new museum, 'White House Cone – Museum of Glass', submitted by Lynn Boleyn MBE, was formally announced on 7 April 2016 by the judging panel which was chaired by Will Farmer of Fieldings Auctioneers. There were nine judges in total including the Mayor and Mayoress of Dudley who represented the community.

The highlight of the year was the official "Lighting Of The Furnace" on 11 June 2016 at White House Cone attended by the Mayor and Mayoress of Dudley and other distinguished guests where Allister Malcolm, resident glass artist, produced the first piece of glass to be made in the new hot glass studio at White House Cone.

The glass collection is now in storage at Himley Hall where it is being inspected and recorded ready for the move to its new home next Summer. Although it is with great sadness that Broadfield House Glass Museum closed in September 2015 after serving its community for 35 years a new chapter has now started which is going to be even more exciting and, of course, guarantees the future of the collections for generations to come. We have the second finest collection of glass in the world and with this new facility we will be able to display it to its best.

The White House Cone site is perfect for the new museum being in the heart of the Glass Quarter and opposite the Red House Cone alongside the canal. From the depression and outrage we witnessed when Dudley Council announced its closure plans in 2009, we now have a purpose built building in a perfect location with room for expansion in the future. The White House Cone will not only celebrate the skills of local people and integrate with the other local tourist attractions, but will guarantee the future of the world famous glass collections for generations to come. I am extremely proud of what we have achieved and I would like to thank my fellow Trustees for their dedication and commitment and for sacrificing so much of their personal time to the charity as our dream now becomes a reality and we look forward to the formal opening next year of the White House Cone – Museum of Glass.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

DIRECTORS' AND TRUSTEES' REPORT (continued)

YEAR ENDED 31 AUGUST 2016

DIRECTORS' AND TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The directors are responsible for preparing the 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 directors 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 group for that year. In preparing those financial statements, the directors are required to:

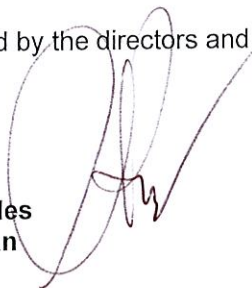
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that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

The directors are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 directors 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 the financial statements may differ from legislation in other jurisdictions.

Approved by the directors and signed on their behalf on 13 December 2016.

G Knowles
Chairman



M Harris
Treasurer



BRITISH GLASS FOUNDATION
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS AND TRUSTEES OF
BRITISH GLASS FOUNDATION**

I report on the financial statements of the company for the year ended 31 August 2016, which are set out on pages 8 to 14.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 of the 2011 Act; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting of Charities.
- (ii) have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S Atkins FCA
PKF Cooper Parry Group Limited
No. 8 Calthorpe Road
Edgbaston
Birmingham B15 1QT

13 December 2016

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 AUGUST 2016

	Note	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Income from:					
Donations and grants	4	43,930	32,232	76,162	19,619
Total income		43,930	32,232	76,162	19,619
Expenditure on:					
Charitable activities	5	44,037	32,232	76,269	33,733
Total expenditure		44,037	32,232	76,269	33,733
Net expenditure for the year		(107)	-	(107)	(14,114)
Reconciliation of funds:					
Total funds brought forward		22,902	-	22,902	37,016
Total funds carried forward		22,795	-	22,795	22,902

There were no other recognised gains or losses other than those included in the Statement of Financial Activities. All income and expenditure relates to continuing operations.

The notes on pages 10 to 15 form part of these financial statements.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

BALANCE SHEET
AS AT 31 AUGUST 2016

Company number 07344291

	Note	2016		2015	
		£	£	£	£
Fixed assets					
Investments	6		1		1
Glass collection	7		4,216		-
			4,217		1
Current assets					
Debtors	8	2,570		800	
Cash at bank and in hand		42,419		22,101	
		44,989		22,901	
Creditors: amounts falling due within one year	9	(26,411)		-	
Net current assets		18,578		22,901	
Net assets		22,795		22,902	
Unrestricted funds		22,795		22,902	
General	11	22,795		22,902	

The Directors consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 August 2016 and of its result for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

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

The financial statements were approved by the Trustees on 13 December 2016 and signed on their behalf by:

G Knowles
Chairman

M Harris
Treasurer

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016

1 ACCOUNTING POLICIES

General information and basis of preparation

British Glass Foundation is a charitable company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are the promotion, advancement, encouragement and support of the craft of glass making.

The charity constitutes a public benefit entity. 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 for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE effective January 2015), the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The charitable company has taken advantage of the option provided in SORP (FRSSE 2015) to use headings in the Statement of Financial Activity that are applicable to its operations rather than reporting on an activity basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRSSE 2015) in the current year and no adjustments to previously reported figures were required.

Funds

Unrestricted funds 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.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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 and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016

Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

The charity receives various government grants. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as surplus funds on bank deposit. Interest income is recognised using the effective interest method.

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

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

Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Premises and other overheads have been allocated on a percentage use of resources basis.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016

Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

VAT

Value added tax is not recoverable by the charitable company, and as such is included in the relevant costs in the Statement of Financial Activities and tangible fixed assets.

4 DONATIONS AND GRANTS

	2016	2015
	£	£
<i>Unrestricted</i>		
Donations	15,496	1,026
Donations-in-kind (note 12)	8,434	8,593
DMBC Revenue Funding	20,000	-
	<hr/>	<hr/>
	43,930	9,619
	<hr/>	<hr/>
<i>Restricted</i>		
HLF Funding	32,232	-
Community Asset and Services Grant	-	10,000
	<hr/>	<hr/>
	32,232	10,000
	<hr/>	<hr/>
Total	76,162	19,619
	<hr/> <hr/>	<hr/> <hr/>

A full list of donations received is available on request from the registered office.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016

5	EXPENDITURE	2016 Total £	2015 Total £
	Direct costs of charitable activities		
	Donations	165	-
	Promotion	-	2,213
	PR and communication services	1,277	2,280
	Fundraising expenses	2,380	-
	Premises expenses	795	-
		4,617	4,493
	Support costs allocated to charitable activities		
	Project management	22,800	-
	Legal and professional	36,012	23,110
	Consultancy	3,750	-
		62,562	23,110
	Governance costs		
	Meeting expenses	1,234	95
	Secretarial services	6,043	4,063
	Independent examiner's fee	810	800
	Insurance	956	1,147
	Courses and subscriptions	47	25
		9,090	6,130
	Total expenditure	76,269	33,733

Expenditure of £76,269 (2015: £33,733) is charged as unrestricted expenses in 2016 of £44,037 (2015: £14,233) and as restricted expenses in 2016 £32,232 (2015: £19,500).

6 FIXED ASSETS - INVESTMENTS

Cost	Subsidiary Undertaking £
At 31 August 2016 and 2015	1

On 11 June 2015 the charity incorporated a wholly owned trading subsidiary named BGF Trading Limited which is incorporated in the United Kingdom. The nominal value of the ordinary share capital is £1. The subsidiary has not traded since incorporation.

BRITISH GLASS FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016

7	FIXED ASSETS - GLASS COLLECTION	£
	Cost	
	Additions in the year	4,216
		<u> </u>
	At 31 August 2016	4,216
		<u> </u>

8	DEBTORS	2016	2015
		£	£
	Prepayments	1,770	-
	Donations receivable	800	800
		<u> </u>	<u> </u>
		2,570	800
		<u> </u>	<u> </u>

9	CREDITORS: Amounts falling due within one year		
	Trade creditors	26,411	-
		<u> </u>	<u> </u>

10 TAXATION

As a charitable company, British Glass Foundation is exempt from tax on income and gains falling within section 478 of the Taxes Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen within the charitable company.

11 UNRESTRICTED FUNDS

	Balance at 31 August 2015 £	Incoming £	Outgoing £	Balance at 31 August 2016 £
General Fund	22,902	76,162	(76,269)	22,795
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

12 RESTRICTED FUNDS

	Balance at 31 August 2015 £	Incoming £	Outgoing £	Balance at 31 August 2016 £
HLF Funding	-	32,232	(32,232)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

**BRITISH GLASS FOUNDATION
(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2016**

13 DIRECTORS'/TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

No director/trustee received any remuneration or reimbursed expenses during the year and no amounts were paid to related parties.

Expenditure of £7,624 in relation to certain ongoing costs were met by Hulbert Properties Limited, and have been accounted for as donations in kind. G Knowles, a director of the company, is also a director and shareholder of Hulbert Properties Limited.

No other director or other person related to the charitable company had any other personal interest in any transaction entered into by the charitable company during the year.