



DONAGHADEE HERITAGE PRESERVATION COMPANY LTD.

Annual Report 2023 - Charity No. NIC 105987

DONAGHADEE HERITAGE PRESERVATION COMPANY LTD

Annual Report for 2023

Chair's statement

2023 is a year that will go on record as the year when this Company really took off. By the early months of 2024 the Sir Samuel Kelly compound will have been transformed from a year earlier. Not only is the historic lifeboat in good shape, the



shelter now features a brilliant new visitor display and a raised walkway from which to view the boat. And outside, the Council has given us an expanded site, newly fenced, which will accommodate a substantial new Exhibition Room in which to receive visitors.

Most importantly, we have now, thanks to the grant we have received from the Lottery Heritage Fund, been able to recruit a Heritage Outreach Officer – Liz Barron, who will be able to put her skill and energy to work in driving the project forward. We'll be expanding our regular opening hours, improving our signage and marketing the project proactively.

We have to thank three funders in particular for their help this year: the Kelly Family, who generously paid for the conservation work; the marvellously supportive Garfield Weston Foundation, which paid for the displays in the shelter and the raised walkway, and the National Lottery Heritage Fund, whose £90,000 grant over two years has paid for the Exhibition Room and its fitting out, the new fence and the salary of our new worker. I would also mention the Coop's Community Fund, which again provided us with much-appreciated help towards our running costs. The Coop's appeal is a useful point of contact with the local community. And there was also a private donor, who prefers not to be named, who this year made a most generous donation to the company.

As a result, we have considerable resources at our disposal, and we as a Board are conscious of our responsibility to manage them well. We shall be

arranging for rigorous evaluation of the Heritage Fund project, not just because it is required of us, but because the whole project is a learning experience, designed to equip us to tackle a much bigger project in the future. We shall be experimenting with displays in the new Exhibition Room and learning what captures the interest of different groups of visitors. The same is true of the initiative we have taken to develop branded merchandise. We want to learn how merchandise can play a part in ensuring the long-term sustainability of a Heritage and Visitor Centre. At the same time, it provides a new stream of income.

I have to thank my Board colleagues for their service over the year. I particularly want to thank Tony Skeats, who has sadly had to step down from the Board recently. His energy, enthusiasm, creativity and attention to detail made him an incalculable asset to the Board, and we shall miss him greatly.

Two other board members will not be seeking re-election at the AGM and I would like to extend my personal thanks to both. Noel Johnston was a founding board member and has contributed a huge amount in that time. Ian Kirkpatrick has given us vision for what we should be aiming at for the future of a permanent home. Both have given freely of their time, not only for board meetings but also volunteering at the shelter and showing people around the Sir Samuel Kelly. Thank you both!

I want to thank the Mayor and Councillors and our other elected representatives for their constant support, and the Council Officers too – from the highest level to the working level – who have all given us tremendous assistance..

I look forward to 2024 as a year when the Company will become an even more professional organisation, proving its capacity to be entrusted with significant resources. We are here, not just to conserve an old Lifeboat, but to make a difference to Donaghadee and the Ards, giving Donaghadee the facilities it needs to confirm its status as a centre for heritage and a prime destination for visitors from home and abroad.

That is why, among all the ongoing business of the Board, there is a regular agenda item on "Where are we going?" Where is going to be the eventual permanent home of the Sir Samuel Kelly? What are the facilities that we want to see around it, presenting the history and heritage of Donaghadee to the world?

And how do we bring it about? Everything we do as a Board is only a means to that long-term vision.

We have a lot of practical problems still to overcome, but with the ability and the determination of the Board and with the support of our backers - most

importantly of the Council, including the North Down Museum - we are confident that we shall realise it.

Alan Couser



The external conservation has been almost completed, with new paintwork, ropes, name & logo.



Next job is to tackle the inside. We hope to do this during the course of Spring and Summer 2024

DONAGHADEE HERITAGE PRESERVATION COMPANY LTD

The Company

1. The Company

Donaghadee Heritage Preservation Company is a company limited by guarantee registered in Northern Ireland (No. NI 635831) incorporated in 2016. It is also a charity registered with the Northern Ireland Charity Commission (No. NIC 105987).

2. Reporting year

The Company's reporting year is the calendar year. In this report 'the year' means calendar year 2023.

3. Directors/Trustees

The Directors of the Company and Trustees of the charity in the year were:

Alan Couser (Chair)	Wesley Martin (Vice Chair)
Patricia Burgess (Treasurer)	Kit Chivers (Secretary)
Anthony Skeats	Shirley Cochrane
Quinton Nelson	Murdo Murray
Noel Johnston	Ian Kirkpatrick

The Board met monthly through the year. Arlene Matthews, Director of the North Down Museum, attended meetings of the Board as an observer.

4. The purpose of the Company

In accordance with its Memorandum of Association, the Company seeks to advance education and promote heritage and culture within Donaghadee and the surrounding area. In particular:

- a) to acquire, protect, restore, preserve, promote and exhibit for the public benefit the Sir Samuel Kelly Lifeboat and other boats, forms of transport, historical artefacts, ancillary equipment and property of historical and educational interest;
- b) to establish, maintain and manage a museum and educational resource centre for the acquisition, restoration, preservation, archiving and public display of artefacts and documents of educational, historical and cultural interest and other items illustrating the history and heritage of the Sir Samuel Kelly Lifeboat and associated memorabilia;
- c) to advance education and encourage appreciation within the area of benefit on all matters relating to Donaghadee and the history of the Sir Samuel Kelly Lifeboat through exhibitions, workshops, lectures and other forms of educational medium.



Part of the exhibition display in the boat shelter. This was enabled by the Garfield Weston Foundation, who also paid for the raised walkway, enabling viewing of the Lifeboat

5. The activities and achievements of the Company

The Company can report considerable progress in 2023:

1. With financial help from the Kelly Family, the exterior painting of the boat was completed, including the re-galvanising of the stanchions and chains. We are indebted to John Moore for his work on the sealing and painting of the hull. The boat is now in a good state of conservation, although there is more work to be done on the interior and, for example, cleaning the engines and fitting out the cockpit.
2. With the help of a £10,000 grant from the Garfield Weston Foundation, we were able to install new displays around the interior walls of the boat shelter and a raised walkway from which visitors are able to view the boat at deck level. The design work was done by Mark Thompson and the displays themselves supplied by Black Sheep Ltd. The raised walkway was supplied by carpenter Andy McGuire.
3. A number of new volunteers were recruited in the summer, including five new Tour Guides trained to escort visitors round the boat.
4. Opening hours were increased in the summer, and openings continued on Sunday afternoons late into the autumn. Visitor numbers, including tours by appointment, doubled to over 2000 in the year.
5. The Company began to experiment with branded merchandise, and early sales of mugs, tea-towels, pens, fridge magnets etc were encouraging.
6. In September, the Company learned that it had been awarded a grant of £90,000 over two years, with three main purposes:
 - a. To put a new fence round the SSK compound.
 - b. To install and fit out a 10m x 3m temporary building – the Exhibition Room – in front of the boat shelter and
 - c. To employ a part-time paid worker – a 'Heritage Outreach Officer' – to promote the SSK project in school, colleges and in the local community. That worker was appointed in January 2024.

Arrangements have been made for the Heritage Fund project to be carefully evaluated.

7. In December the Council confirmed its willingness to grant the Company a new 5-year lease for an expanded site to accommodate the Exhibition Room and, potentially, one or two of the Project 24 pods (glass-fronted containers) which used to be on the marina front in Bangor.
8. The Board has continued actively to explore options for a permanent home for the Sir Samuel Kelly and the eventual permanent Heritage and Visitor Centre for Donaghadee.
9. In addition, the Company has continued to engage with the public, running exhibitions and Open Days (including commemoration of the Princess Victoria

disaster), raising funding for the project and providing public information in support of the objectives of the project.

10. An event was held in May, to mark the unveiling of the new displays, which was attended by our member of Parliament, three members of the Legislative Assembly, the Mayor and Councillors and the leading Officers of the Council. Ards and North Down Borough Council continues to give the project its unstinted support.



Our new temporary exhibition centre, funded by the National Lottery Heritage Fund

6. Statutory declarations

a. Public benefit

The Trustees have complied with the duty to have regard to the guidance issued by the Northern Ireland Charity Commission under Section 4(b) (the Public Benefit Requirement statutory guidance).

The major part of the public benefit created by the Company in the year has been by way of the pursuit of the long-term objectives of the Company, which will be of benefit to the people of the Area of Benefit as defined in the Articles of Association, namely Donaghadee and the surrounding area.

b. Any harm caused by the Company

So far as the Trustees are aware, no harm has resulted from the activities of the Company in the year.

c. Any private benefit resulting from the Company's activities

So far as the Trustees are aware, no private person or body corporate has obtained any benefit from the activities of the Company in the year.

Financial Report (Abbreviated)

DONAGHADEE HERITAGE PRESERVATION COMPANY
DIRECTORS' REPORT FOR THE YEAR ENDED 31 DEC 2023
Company Registration No. NI635831 (Northern Ireland)

The directors present their annual report and financial statements for the year ended 31 December 2020.

Directors

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Mr C J A Chivers (Co. Sec)	Mr E A Couser
Mrs S Cochrane	Mr A Skeats
Mr E N Johnston	Mr M Murray
Mr W Martin	Mrs P Burgess
Mr I Kirkpatrick	Mr Q Nelson

Company No. NI635831

Registered Office: 5 Alexandra Road, Donaghadee, # BT21 0QD

Accountants: Stanley Woods & Co.
Alexander House, 49/51 Church Street
Newtownards, BT23 4AN

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption. By order of the board

Mr C J A Chivers - Secretary - 07 March 2024

Independent Examiners Report to the Trustees

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Donaghadee Heritage Preservation Company for the year ended 31 December 2023, which comprise from the company's accounting records and from information and explanations you have given us. As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>. We have carried out an Independent Examination of the company's Financial Statements and records for the year ended 31 December 2023. It is your duty to ensure that Donaghadee Heritage Preservation Company has kept adequate accounting records and to prepare statutory financial statements that comply with the requirements of the Companies Act 2006. You consider that Donaghadee Heritage Preservation Company is exempt from the statutory audit requirement for the year. We have not been instructed to carry out an audit or a review of the financial statements of Donaghadee Heritage Preservation Company. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements I report on the accounts of the Trust for the year ended 31st December 2023, which are set out on the statement of income & expenditure.

DONAGHADEE HERITAGE PRESERVATION COMPANY
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds	Restricted Funds	2023	Total Funds 2022	Total Funds
	£	£		£	£
INCOMING RESOURCES					
Activities in furtherance of charity's objectives:					
Grants receivable: - National Heritage Fund		45,000		45,000	0
Other grants	25,516			25,516	7,970
Activities for generating funds:					
Membership fees	610			610	550
Investment income	1,312			1,312	
Other income	<u>18,920</u>			<u>18,920</u>	<u>3,998</u>
Total incoming resources	<u>46,359</u>	<u>45,000</u>		<u>91,359</u>	<u>12,517</u>
RESOURCES EXPENDED					
Charitable expenditure:					
Costs in furtherance of charitable activities	1,163			1,163	1,248
Costs of boat restoration and preservation	17,792	5,120		22,912	3,752
Management and administration:					
Property repairs and maintenance	179			179	6,858
Website running costs	416			416	44
Bank charges	2			2	0
Insurances	1,060			1,060	894
Printing and stationery	934			934	351
Advertising	120			120	0
Sundry expenses	939			939	348
Depreciation	1,605			1,605	1,605
Loss on investments	<u>0</u>			<u>0</u>	<u>1,032</u>
Total resources expended	<u>24,210</u>	<u>5,120</u>		<u>29,330</u>	<u>16,132</u>
Net incoming resources for the year	22,150	39,880		62,030	-3,615
Balances b/f	<u>34,097</u>	<u>0</u>		<u>34,097</u>	<u>37,712</u>
Balances c/f	<u>56,247</u>	<u>39,880</u>		<u>96,127</u>	<u>34,097</u>

The charity has no recognised gains or losses other than the results for the year as set out above. All of the activities of the charity are classified as continuing.

DONAGHADEE HERITAGE PRESERVATION COMPANY

BALANCE SHEET - FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	£	£
Fixed Assets	9,606	11,211
Current Assets		
Stocks	681	0
Debtors and prepayments	1,300	942
Cash at Bank and in hand	<u>85,025</u>	<u>21,945</u>
	87,006	22,887
Creditors: Amounts falling due within one year	<u>-485</u>	<u>0</u>
Net Current Assets	<u>86,521</u>	<u>22,887</u>
Total Assets less Current Liabilities	<u>96,127</u>	<u>34,097</u>
Funds		
Unrestricted	56,247	37,712
Restricted	<u>39,880</u>	<u>0</u>
	<u>96,127</u>	<u>37,712</u>

These financial statements were approved by the members of the committee on the and are signed on their behalf by:

____ (Signed on original) ____ Mr EA Couser ____ (Signed on original) ____ Mrs P Burgess
 Committee Position Director Committee Position Director

____ (Signed on original) ____ Mr W McAdam FCCA Company Registration Number NI635831
 Accountant/Auditor Stanley Woods & Co.

This is just a summary of the accounts and any member wishing to view a complete, signed set can ask for one to be sent to them or arrange with one of the directors to see them.

Notes to the financial statements

1 Employees

The average number of persons (including directors) employed by the company during the year was 0

Donaghadee Heritage Preservation Company is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 5 Alexandra Road, Donaghadee, Co Down, BT21 0QD.

For the year ended 31 December 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the micro-entity provisions and in accordance with FRS 105 'The Financial Reporting Standard applicable to the Micro-entities Regime' and the provisions applicable to companies subject to the small companies regime.



New fence and gates funded by National Lottery Heritage Fund

Treasurers' Notes to the 2023 Accounts

This year's Notes are very much a continuation from last year, and as I said then, our ultimate goals remain the same.

The "Barra experience" referred to last year may be a blessing in disguise, as the repairs to the shelter seem to have given us a more robust construction, well tried over this year! It has not just concentrated our minds on the heavy reliance we have on grants to fund our various needs and activities, but on some actual results which can be seen in the Accounts.

Our bank balance at the beginning of 2023 year was £12,700

The Income breakdown shows that this year generated £6,500 from subscriptions and donations - an increase on last year of about £2,000

At the end of last year's Trustee's Report, reference was made to the Company's applications and proposed applications for funding.

- 1) The Garfield Weston Foundation application had been successful, but payment fell into 2023. The £10,000 has now been used to make improvements inside the shelter - the raised walkway, and improved display.
- 2) The submissions for planning permission and to the Heritage Lottery Fund were approved and a grant from them of £90,000 was awarded to DHPC. Half of that- £45,000 was paid to our account at the end of September 2023, a further 40% and the final 10% depend on performance.
- 3) In 2022, the Company was chosen as one of the Mayor of North Down and Ards charities, just over £3,000 duly appeared in our account in April of 2023.
- 4) Three General grants, totalling £725 were received from Ards & North Down Borough Council
- 5) Co-op community grant of £1,520 was awarded in October/November 2023, with a promise of more to come.

We were also the fortunate recipients of two donations of £10,000, one from the Kelly Family (final painting of the boat), and one from a known donor who wishes to remain Anonymous.

I think this should help to explain the increase in grants received in this year's accounts.

A breakdown of our expenses indicates the costs of our fundraising efforts were £1,163 and the costs of the boat restoration £17,792- see grants above - £5,000 was paid in September as a deposit on the temporary exhibition centre - see Heritage Lottery Fund, and £120 re advertisement for an Outreach officer- also HLF .

Depreciation on the shelter was £1,605.

Our CCLA investment made a return this year of £1,312.

Overall, our income is £91,359 as indicated. £45,000, the first tranche of the National Lottery Heritage Fund is for a specific project, and with this in mind, a No.2 account was set up into which this sum was transferred, to keep it easily identifiable.

Subscriptions and donations of £6,500 were £2,000 more than last year. Membership - £610. Donations - £5,890 from the public, open days, merchandising events and calendar sales. Thanks once again to a generous £450 from Donaghadee Local History Forum, included in the £5,890 above.

Insurance is a heavy commitment, with an annual increase in premiums over the past few years of 25-30% p.a. Last year I referred to a creeping increase in all expenses, and this trend continues, although not as heavy as anticipated. (amount apportioned). £1,060

This coming year will see further funded work and an outreach Officer in place thanks to HLF and other grants mentioned. Our ultimate goals remain the same.

Patricia Burgess.
Treasurer.

DONAGHADEE HERITAGE PRESERVATION COMPANY
Company limited by guarantee registered in Northern
Ireland no. NI 635831

Registered with the
Charity Commission for Northern Ireland
no. NIC 105987

Registered office:
5 Alexandra Road., Donaghadee, N Ireland, BT21 0QD

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