



The Heritage
Crafts Association

President: HRH the Prince of Wales

THE HERITAGE CRAFTS ASSOCIATION

Annual Report and Financial Statements
for the year ended 30 June 2015

A charity registered with the Charity Commission
no: 1159208
(previously no. 1133646)



Photo by Lucy Sagers – winner 'Craftspeople at work' category of HCA Photography competition

LEGAL & ADMINISTRATIVE INFORMATION

PRESIDENT

HRH The Prince of Wales

PATRONS

Emma Bridgewater, CBE

Dr Roy Brigden (to August 2015)

Professor Ted Collins (to August 2015)

Lord Cormack KBE

Sir Christopher Frayling

Mark Henderson

Sir Mark Jones

Dr Alex Langlands

Paul Martin

Kaffe Fasset (from December 2015)

TRUSTEES

HONORARY OFFICERS

Chair

Robin Wood, MBE (to 13 July 2015)

Jonathan Lloyd-Platt (from 13 July 2015)

Vice Chair

Patricia Lovett, MBE

Treasurer

Catherine Dyson

Secretary

Greta Bertram

Other Trustees

Daniel Carpenter

Dr Chrissie Freeth (from 13 September 2014)

John Hamshire (to 12 September 2014)

Andie Harris

Daniel Harris (from 13 September 2014)

Tricia Rafferty (to 21 September 2014)

Freya Rodger

Co-opted members

Steve Byrne

STAFF Emma Turner (from 4 July 2015)

Principal Office

Right Hand Police House

Lane Head Green, Edale

Hope Valley S33 7ZA

Charity number 1159208 (previously 1133646)

Accounts examined by:

Richard Goatley LLB (Hons) KCL ACA

33 Kenley Road

St Margaret's

Twickenham

Middlesex

TW1 1JT

Bankers

CAF (Charities Aid Foundation)

25 Kings Hill Avenue

Kings Hill

West Malling

Kent ME19 4TA

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 30 JUNE 2015

The Trustees present their report along with the financial statements of the charity for the year ending 30 June 2015.

Structure, Governance and Management

The Heritage Crafts Association is a Charitable Incorporated Association (CIO) registered with the Charity Commission in November 2014. The decision to transfer the previous registered charity (established in January 2010) from its status as an unincorporated association to a CIO was taken at the Annual General Meeting in March 2014. During the following months the Trustees worked to action this change and all the steps were completed in May 2015. The charitable aims, activities and objectives remain identical under the CIO structure.

Membership is open to individuals over the age of eighteen, and organisations approved by the Trustees. A Trustee must be a member of the charity or a nominated representative of an organisation that is a member of the charity. Trustees are appointed by the members at the Annual General Meeting and serve for three year terms, although they are eligible for re-election.

Objects and Activities

The Heritage Crafts Association is the advocacy body for traditional heritage crafts. Working in partnership with Government and key agencies it provides a focus for craftspeople, groups, societies and guilds, as well as individuals who care about the loss of traditional crafts skills, and works towards a healthy and sustainable framework for the future.

The charitable remit of the Heritage Crafts Association is to advance public knowledge and appreciation of traditional crafts, in particular, but not exclusively, through education, advice and training.

This is done by:

- Surveying – researching the status of heritage crafts, identifying those crafts in decline or in imminent danger of being lost, and addressing the issues to ensure their survival.
- Advocating – communicating the vital importance of the heritage crafts to Government, key agencies and organisations.
- Celebrating – raising awareness and raising the status of heritage craft skills with the wider public through a programme of public relations, communications and showcase events.
- Safeguarding – working in partnership with key agencies in the education and learning sectors to identify and support new and innovative ways to ensure that the highest standard of heritage skills are passed from one generation to the next and where necessary recorded for posterity.
- Supporting – to support heritage crafts through a range of means, including advice, networking, training and access to public and private funding.

Our strategic plan can be found on our website at www.heritagecrafts.org.uk

Achievements and Performance 2014-15

Heritage Crafts Awards

The Heritage Crafts Awards continued for the third year running. The Marsh Christian Trust kindly funded and supported awards for Heritage Crafts Volunteer, Heritage Crafts Trainer, and Heritage Crafts Made in Britain. The award for Maker of the Year was funded anonymously. NADFAS awarded £6,000 for a calligrapher or letterer as part of the David Bell Memorial Fund. This year the HCA was asked by QEST to administer a number of awards in addition to the Heritage Crafts Trainee, including for stone, embroidery and culinary skills.



Charlie Trevor, Equus Leather, winner of the Made in Britain award

*Jean Leader, lacemaker, winner of the Volunteer of the Year award
All with Nick Carter, Marsh Christian Trust*

Mary English, ceramicist, winner of the Trainer of the Year award



Luke Batchelor, winner of the HCA/NADFAS Bursary, with Susan Zuill and Jill Makepeace-Warne, NADFAS

Bethan Horn, shoemaker, winner of the HCA/QEST Training Bursary

Owen Morse Brown, hat block maker, winner of the Maker of the Year award, with Robin Wood, HCA

Ladder Making Project

The HCA, with the support of the Foyle Foundation, has run a project to preserve the skill of wooden ladder making utilising the knowledge of Stanley Clark, and to disseminate these skills.

The HCA was able to run two workshops with Stanley to pass on his knowledge. The first was a small workshop in Northampton where Stanley taught Robin Wood (green woodworker and HCA Chair) and Steve Tomlin (woodworker and QEST craft scholar) how to make a ladder. This workshop was filmed to produce an online resource. During the project, two different styles of ladder were made (a builder's ladder and a thatcher's ladder) to demonstrate the considerations given to the design of a wooden ladder. The second workshop had ten participants, so that Robin and Steve could share their learning with a wider group of craftspeople. This workshop was made available free of charge to interested HCA members and was advertised on the HCA website.

In order to disseminate these skills a short video has been uploaded at <http://vimeo.com/117790923> and a project page which includes this video and step by step instructions on making ladders is available at <https://woodenladdermaking.wordpress.com/>. A DVD has been produced and this longer film will also be made available online shortly.



Robin Wood with ladder in progress



Stanley Clark with the finished ladder

Photography Competition and Exhibition

One of the highlights of London Craft Week (6–10 May 2015) was the HCA's Photography Competition, held in association with Furniture Village, to celebrate heritage crafts and raise awareness of and raise the status of heritage craft skills. The exhibition was held at The Prince's Foundation in London, with the opening on 7 May 2015 where the winners were announced. Lucy Saggars from North Yorkshire was announced the overall winner and winner of the 'Craftspeople at Work' category with her entry *Farrier Tom at work in late winter sun*. Linda Laird from Orkney won 'The Essence of Crafts' with her series of photographs of an Orkney chair being made. Gabriel Langley from County Durham was the winner of the 'Under-16' category. The winning photographs and others from the shortlist remained on display at The Prince's Foundation until 15 May. Well done and thank you to all our entrants.



Gabriel Langley, winner 'Under-16' category

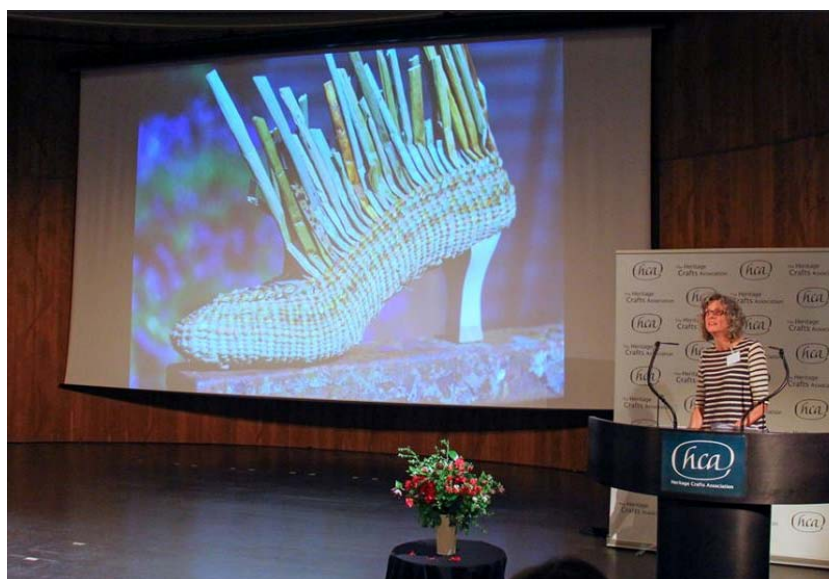
Linda Laird, winner 'The Essence of Crafts' category

The HCA Spring Conference

This year, the HCA's annual conference was held in May so as to be part of the inaugural London Craft Week, with the theme 'A Place for Craft'. Almost 200 people attended the conference, which highlighted the relationship between crafts and location, focusing on those crafts which have developed in particular regions or locations and why craftspeople have chosen to live and work in areas with a special tie to their craft.

We had wonderful and inspiring speakers including Sir Christopher Frayling, HCA Patron, and Genevieve Sioka, artisan and craft buyer with the National Trust. Sessions with speakers Mark Hogarth (Harris Tweed Hebrides), Felicity Irons (rush weaver and designer), Richard Eaton (potter and designer at Denby Pottery) and Veronica Main (significant collections curator at Luton Culture) whose talk focused on straw plaiting in the hat industry, also serve to remind us of the diverse range of skills included within heritage crafts.

We were also delighted to recognise our Heritage Crafts Awards winners and recipients of bursaries during the conference. Owen Morse Brown, a hat block maker from Wiltshire was selected as Maker of the Year. The award for Made in Britain went to Charlie Trevor, the man behind Equus Leather. Ceramicist Mary English from Surrey won the award for Best Trainer, and the award for Volunteering went to Glaswegian lacemaker Jean Leader. The NADFAS bursary was awarded to Edinburgh-based letter-carver Luke Batchelor, and shoemaker Bethan Horn from Cardiff won the QEST Training Bursary.



Felicity Irons, rush weaver and designer



*Sir Christopher Frayling,
HCA Patron*



Pop up gallery at the HCA conference



The HCA Annual General Meeting was held at the conference. The Annual Report and Accounts for 2013–14 were presented. The membership voted to complete the final steps to transfer the membership of HCA to the newly established Charitable Incorporated Organisation (CIO) and to close the old unincorporated charity, and elected the Trustees and Officers of the new CIO. Following this, the Trustees have applied to the Charity Commission to dissolve the old unincorporated charity. Further details of the resolutions voted on are available at <http://heritagecrafts.org.uk/images/Documents/HCA%20AGM%202015%20-%20Agenda.pdf>

National Honours for Craftspeople

The HCA has continued with its 100% success rate in nominating heritage craftspeople for National Honours. Lida Kindersley, letter cutter, and Hector Cole, arrowsmith and historical metal worker, received MBEs in the New Year's Honours (2015), and Ray Key, wood turner received a BEM in The Queen's Birthday Honours (2015).

We are delighted that at last craftspeople who are world-renowned and put back so much to their craft and community are gaining the recognition they deserve. Ray Key's words sum this up "I hope craftspeople get more recognition ... a lot of people put in the time, not for personal gain, but for the betterment of their craft".

The HCA Website

During the year work began on the improvement of the HCA Directory (The Makers) on the website, using the grant received from the HLF. Work on this has taken longer than hoped and continues into 2015–16. We hope that members will bear with this delay and look forward to launching The Makers website once development is complete. We will continue to update members on this useful tool through our newsletter.

In the second half of our financial year (1 January to 30 June 2015) we had over two million hits to the website (2,273,004) from 61,651 unique visitors over 107,368 visits.

The HCA's Advocacy and Representation Work

The Winston Churchill Memorial Trust have announced the recipients of the new fellowships awarded in conjunction with the HCA. Congratulations to Ruth Davey (shoemaker), David Armes (letterpress printmaker), Charles Collis (violin maker), Patricia Reynolds (former HCA Co-ordinator), Michael Flannery (horologist), Charlotte Howarth (lettering artist), Hugh Miller (furniture maker), Clementine Nuttall (stone conservator and sculptor), and George Cunningham (furniture maker).



*Pat Reynolds,
Charlotte Howarth and
Ruth Davey,
Winston Churchill
Memorial Trust Fellows,
with Andie Harris, HCA*

During the year the HCA continued to represent crafts and craftspeople at all levels and be a strong advocate for crafts. Some of the most notable meetings and work done were:

- The HCA is represented by Vice-Chair Patricia Lovett as one of the four Strategic Partners for London Craft Week, and played a large part in steering the programme. The HCA Annual Conference was the only full conference to be part of London Craft Week.
- The HCA has been represented on the Craft Industry Board by Vice-Chair Patricia Lovett. The Board meets four times a year and has representation from across the craft sector as well as from DCMS and BIS. Sadly Creative and Cultural Skills decided to close this board in 2015 and will focus on a much narrower remit.
- The HCA is represented by Vice-Chair Patricia Lovett on the All Party Parliamentary Group for Art, Craft and Design in Education. The group works to encourage and highlight the teaching of art, design and craft at all levels of education.
- Funding was not available to support HCA representation on the BIS/CCS Craft Trailblazer although Pat Reynolds, representing the HCA, was praised highly for her contribution.
- The online HCA Newsletter is sent out once a month to friends and VIPs. It contains items to do with HCA activities and achievements, and news from members and societies, together with a craft video of the month.

Meetings were held with supporters and funders of heritage crafts, and craft and craft-related organisations, as well as advocacy and campaigning meetings with:

- Guy Salter, Chair, London Craft Week
- Emily Cherrington, Assistant Private Secretary to The Prince of Wales
- Carole Milner, The Radcliffe Trust
- Nick Farrow, QEST
- Sarah Weir, CEO, Waddesdon Manor
- Pauline Tambling, CEO, Creative and Cultural Skills
- Michael Whitrehead and Elizabeth Buchanon, The Prince of Wales' Office
- Philippa Hobson, London Craft Week
- Michael Fallon, BIS
- Lord Cormack, House of Lords and HCA Patron
- Patricia Morrison, Headley Trust
- Brian Marsh and Jo Winyard, Marsh Christian Trust
- Brenda Brownlee and Kelly Robinson, Thurrock Council
- Harriet Frazer and Sarah Harrison, LCAT
- Hilary Jennings, Craft Adviser
- Rosy Greenlees and Annie Warburton, Crafts Council
- Jason Holt, Chair, Crafts Trailblazer

The HCA Trustee and Staff News

The HCA welcomed new Trustees Dr Chrissie Freeth and Daniel Harris. The HCA thanks Dr Patricia Reynolds for her role as HCA Co-ordinator until February 2015; she continues to be involved in HCA projects and we are very grateful to continue to have her expertise available. The HCA welcomed Chloe Marley as part-time Administrator in February 2015 but sadly Chloe was only able to stay for a short time, and in July 2015 we welcomed Emma Turner as the new part-time Administrator.

Benefactors

We are most grateful to the Headley Trust for continuing to fund the HCA Administrator.

The Foyle Foundation kindly gave a grant for a project to preserve the craft of wooden ladder making which the HCA is match-funding. The main aspect of this project was completed during the year, with workshops held and a DVD and web-based video produced.

The Radcliffe Trust have kindly provided a grant for a strategic project to create 'The Radcliffe Red List of Crafts in Jeopardy in the UK', which will provide essential decision-making information to all those concerned to increase the sustainability of crafts. This includes funders, advocates, and individuals who wish to take action. Work on this project began in March 2015 but the bulk of the work will take place in the 2015-16 financial year.

The HCA is most grateful to the Marsh Christian Trust for continuing to fund the Marsh Heritage Crafts Volunteer, the Marsh Heritage Crafts Trainer and the Made in Britain Award, and to QEST, NADFAS and an anonymous donor for funding other bursaries and awards.

The HCA is also most grateful for all small and large contributions from individuals. It does make such a difference to what we are able to do for heritage crafts. The HCA receives no funding from the UK government and so is wholly reliant on these grants, donations and the membership fees. The Trustees would like to thank everyone for their support.



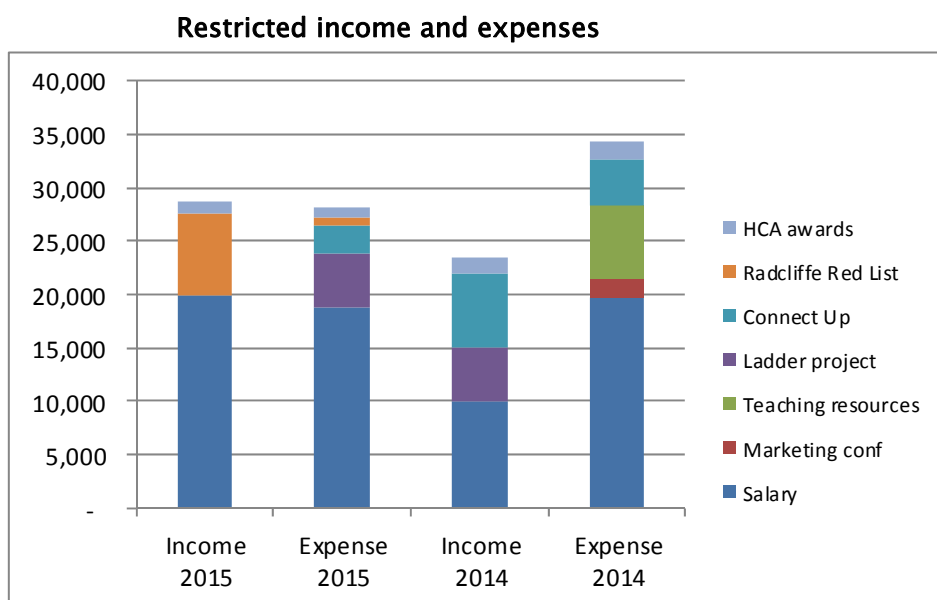
Stanley Clarke, retired ladder maker, and a happy team of ladder makers with the two ladders they built. Part of HCA's project funded by the Foyle Foundation to share Stanley's skills.

Financial Review

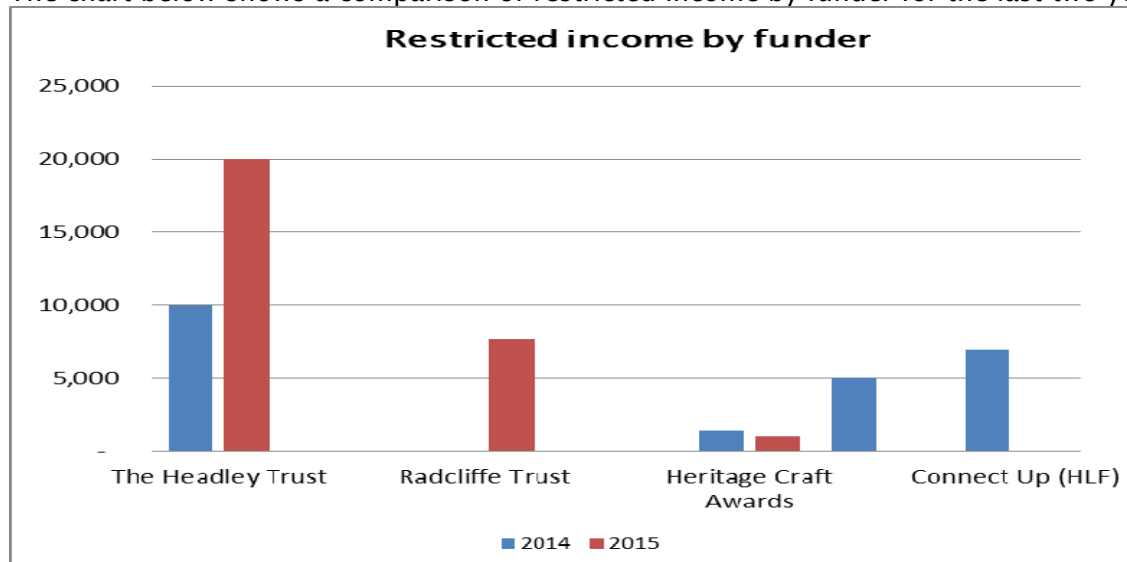
As discussed above, the Heritage Crafts Association changed its status during this financial year from an unincorporated registered charity to a Charitable Incorporated Organisation (CIO). The change took place during the year and by 30 June 2015 all assets, liabilities, contracts and cash had been transferred to the new CIO. However, as the aims, activities and membership of the two organisations are identical the accounts are presented for the two organisations combined in order to provide meaningful information and comparatives.

The Heritage Crafts Association's net incoming resources for the year were £52,485 (2014: £35,440) and the closing cash reserves held at 30 June 2015 were £49,302 (2014: £39,172). Of the closing cash reserves at 30 June 2015, £21,397 relates to restricted funding received in advance for the next financial year (2014: £20,988).

We thank all donors who continue to support the HCA. The amount of restricted funds received in the year to 30 June 2015 was £28,650, a small increase as an additional grant was received from the Headley Trust to continue to fund the administrator role (2014: £23,400). Unrestricted income has increased to £23,835 (2014: £12,040) due to increased membership income, sponsorship received for the photography exhibition and an increase in unrestricted donations received. The analysis below therefore shows this restricted income separately from the unrestricted funds.

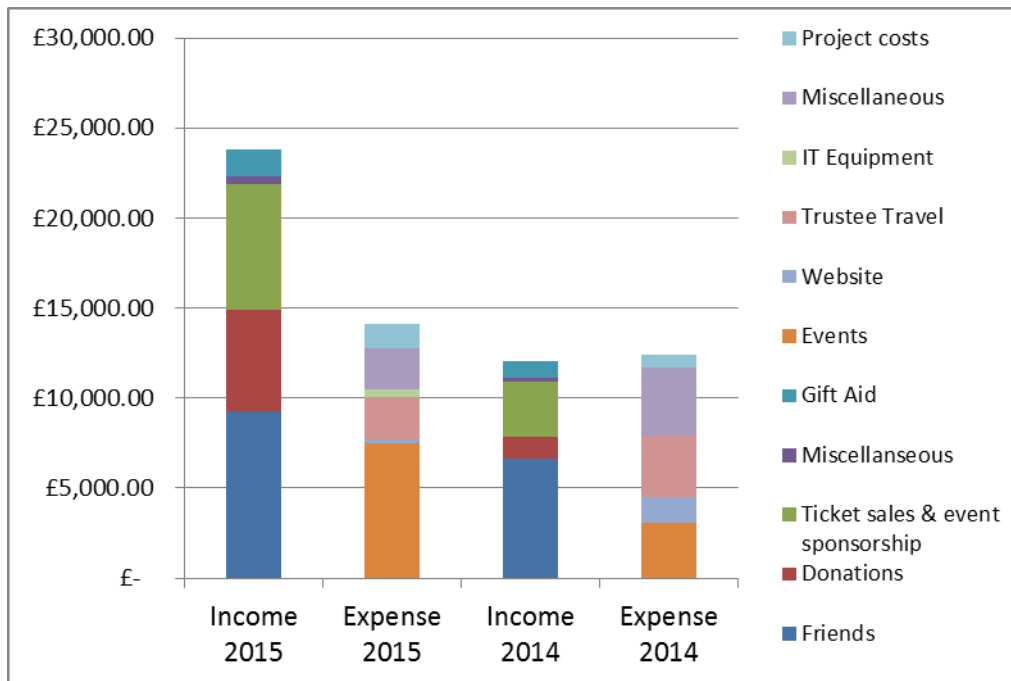


The chart below shows a comparison of restricted income by funder for the last two years:



The Headley Trust continues to provide funding for the HCA Administrator. The Radcliffe Trust provided a grant during the year to create a 'Red List of Crafts in Jeopardy in the UK'. This project will take place primarily in the 2015–16 year. An anonymous donor provided support for the Heritage Craft Awards. The Heritage Lottery Fund provided a grant in the previous year to develop the HCA Directory (The Makers).

Unrestricted income and expenses



The main changes compared to the previous year have been an increase in income from membership, an increase in the amount of donations received and an increase in ticket sales, with sponsorship of the 2015 Photography Competition also being included here.

We have continued to manage costs as prudently as possible. The largest item of expenditure remains the cost of our Administrator, which is currently funded from restricted income and so not included above. The cost of running events continues to be a large part of our other costs. The 2015 Spring Conference made a small profit, compared to a small loss on the 2014 Spring Conference.

Trustees are not remunerated for their work with the HCA. Travel costs incurred in attending committee meetings and attending advocacy meetings on behalf of the HCA are reimbursed and, as the Trustees are based throughout the UK, this remains a relatively large element of expenditure at 8% of total costs (2014: 11%).

The growth of the membership remains key to the growth plans for the HCA and to ensure we can demonstrate the wide support for our policies. Membership numbers have remained relatively stable during the current year.

At 30 June 2015 the HCA had 421 members (30 June 2014: 424 members). Of this total 54 members are organisations and businesses and 367 are individuals (30 June 2014: 65 and 359 respectively). The membership fees are £20 for individuals and sole traders, and £40 for businesses, craft guilds and membership organisations (these membership rates were applied following the March 2014 AGM).

Future financial plans

The focus of the Trustees for future financial years is to move towards the HCA being self-funding for core costs, while still working in partnership with other organisations to deliver key projects to promote and develop heritage crafts.

Reserves policy

The Trustees agreed that the equivalent of three month's expenditure should be kept in reserve from unrestricted funds to ensure that the charity could continue to work through any period of unforeseen difficulty. The Trustees assess the reserves policy on an annual basis. The agreed level of reserves was maintained throughout the period.

Risk management policy

Actions have been taken to resolve the principal risks identified by the Trustees in a recent Risk Management Review. These were:

- *Failure to generate effective fundraising strategy.* To minimise this risk, Trustees will agree a fundraising strategy for one to three years, and review fundraising activities and options at each Trustee meeting. They will appoint one Trustee to provide oversight of fundraising opportunities and activities.
- *Failure to generate necessary income.* To minimise this risk, Trustees will agree an annual budget identifying planned expenditure and the level of income required. They will ensure that accurate financial records are kept and will monitor income and expenditure to date at each Trustee meeting.

Public benefit statement

The Trustees have kept in mind the Charity Commission's guidance on public benefit at Trustee meetings and when making decisions around the implementation of the objects and activities of the HCA.



Hector Cole, MBE, arrowsmith and historical metal worker



Lida Kindersley, MBE, letter cutter



Ray Key, BEM, wood turner

Independent examiner's report to the Trustees of the Heritage Crafts Association

I report on the accounts of the Heritage Crafts Association for the year ended 30 June 2015, which are set out on pages 14 to 18.

Respective responsibilities of Trustees and examiner:

The charity's Trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report:

My examination was carried out in accordance with 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:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by independent examiner

Signature

Name

.....
Richard Goatley LLB (Hons) KCL ACA

Date of approval

30.1.16

Relevant professional qualification: Chartered accountant

Address

33 Kenley Road
St Margaret's
Twickenham
Middlesex
TW1 1JT

Signed by Chair of Trustees on behalf of all Trustees

Signature

Name

.....
Jonathan Lloyd-Platt, Chair

Date of approval

..... 30.1.16

RECEIPTS AND PAYMENTS

	Note	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
RECEIPTS						
Donations	6	5,580	28,650	–	34,230	24,589
Friends membership	5	9,289	–	–	9,289	6,629
Events	7	7,030	–	–	7,030	3,084
Interest		48	–	–	48	55
Gift aid receipts	8	1,526	–	–	1,526	883
Miscellaneous		362	–	–	362	200
Sub total		23,835	28,650	–	52,485	35,440
Asset and investment sales		–	–	–	–	–
Sub total		–	–	–	–	–
TOTAL RECEIPTS		23,835	28,650	–	52,485	35,440
PAYMENTS						
Staff costs	3	–	18,835	–	18,835	19,792
Events	7	7,522	–	–	7,522	5,184
Trustee travel expenses	4	2,354	–	–	2,354	3,382
Project costs		1,363	8,407	–	9,770	11,002
Craft Awards		–	1,000	–	1,000	1,600
Administration costs	2	2,475	–	–	2,475	5,222
Sub total		13,714	28,242	–	41,956	46,182
Asset and investment purchases	9	399	–	–	399	–
Sub total		399	–	–	399	–
TOTAL PAYMENTS		14,113	28,242	–	42,355	46,182
NET OF RECEIPTS/ (PAYMENTS)		9,722	408	–	10,130	(10,742)
TRANSFER BETWEEN FUNDS	7	–	–	–	–	–
TOTAL FUNDS LAST YEAR END		18,184	20,988	–	39,172	49,914
TOTAL FUNDS THIS YEAR END		27,906	21,396	–	49,302	39,172

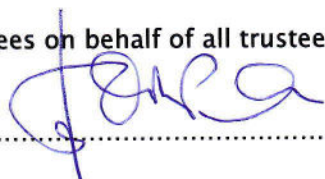
STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE PERIOD

At 30 June 2015		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total to nearest £
ASSETS					
Cash Funds	Cash in CAF account	27,644	21,397	-	49,041
	PayPal	261	-	-	261
Total Cash Funds		27,905	21,397	-	49,302
LIABILITIES		-	-	-	-
TOTAL FUNDS AT 30 JUNE 2015		27,905	21,397	-	49,302

At 30 June 2014		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total to nearest £
ASSETS					
Cash Funds	Cash in CAF account	17,865	20,988	-	38,853
	PayPal	319	-	-	319
Total Cash Funds		18,184	20,988	-	39,172
LIABILITIES		-	-	-	-
TOTAL FUNDS AT 30 JUNE 2014		18,184	20,988	-	39,172

Signed by Chair of trustees on behalf of all trustees

Signature



Name

J. Wapman

Date of approval

30-01-16

Notes to the Accounts

1. Accounting policies

a) Basis of accounting

The Heritage Crafts Association (HCA) currently has gross income of less than £250,000 per annum and so prepares receipts and payment accounts as permitted by the Charities Commission.

As explained above the HCA changed its status during this financial year from an unincorporated registered charity to a Charitable Incorporated Organisation (CIO). The change took place during the year and by 30 June 2015 all assets, liabilities, contracts and cash had been transferred to the new CIO. However, as the aims, activities and membership of the two organisations are identical the accounts are presented for the two organisations combined in order to provide meaningful information and comparatives.

b) Incoming resources

All income, donations and subscriptions are accounted for as received by the HCA.

c) Restricted funds

Restricted Funds are funds which are used in accordance with specific instructions imposed by the donor. Details of the Restricted Funds received by the HCA are provided in Note 6 below.

d) Resources expended

Resources expended are recognised in the period in which they are incurred.

2. Administration expenses

Administration costs, excluding staff costs are as follows:

	2015	2014
	£	£
Website development	(200)	(1,409)
Public Liability Insurance	(188)	(188)
Stationery	(297)	(920)
Payment processing fees	(307)	(368)
Miscellaneous	(1,483)	(2,337)
Total administration expenses	(2,475)	(5,222)

3. Staff costs

The HCA is extremely grateful to the Headley Trust and the Tedworth Trust for funding the administrator post.

The balance of this restricted funding still to be used is shown in Note 6 below.

4. Trustee expenses

The Trustees of the HCA are all unpaid. Expenses are claimed for travel to committee meetings and other events that they are required to attend. Trustees are also reimbursed for any expenses they incur on behalf of the HCA, these costs are included within Administration costs above.

	2015	2014
	£	£
Trustee travel expenses	(2,354)	(3,382)

5. Membership

As at 30 June 2015 the HCA had 421 members through its membership scheme (2014: 424 members). A total of £9,289 was raised through the membership during the year to 30 June 2015 (2014: £6,629).

6. Donations

The HCA is extremely grateful to all our donors for providing this vital funding and support for our work.

a) Unrestricted funds

Unrestricted donations of £5,580 (2014: £1,189) were received from individuals and organisations.

b) Restricted funds

During the year the HCA received and utilised restricted donations as follows:

	The Headley Trust	Tedworth Trust	Radcliffe Trust	Heritage Craft Awards (1)	Foyle Foundation	Heritage Lottery Fund	Total
	£	£	£	£	£		£
Opening restricted funds at 1 July 2014	8,336	5,000	–	–	5,000	2,652	20,988
New funds received	20,000	–	7,650	1,000	–	–	28,650
Expenses incurred	(13,835)	(5,000)	(754)	(1,000)	(5,000)	(2,652)	28,241
Closing restricted funds at 30 June 2015	14,501	–	6,896	–	–	–	21,397

(1) The HCA would like to thank an anonymous donor for providing funding for the Heritage Craft Awards.

The grants from The Headley Trust and the Tedworth Trust were provided to fund the salary of the HCA Administrator for two years to 31 January 2015. Subsequently The Headley Trust have provided a new grant to fund the salary of the HCA Administrator for two years from January 2015 to January 2017.

The grant from the Radcliffe Trust was provided to create a 'Red List of Crafts in Jeopardy in the UK', a strategic project which will provide essential decision-making information to all those concerned to increase the sustainability of crafts, including funders, advocates, and individuals who wish to take action. This project will take place primarily in the 2015–16 year.

The HCA is grateful to an anonymous donor who provided £1,000 for the Maker of the Year Award. Please visit www.awards.heritagecrafts.org.uk for further details of the Heritage Crafts Awards.

The grant from the Heritage Lottery Fund has been received to develop the online HCA Directory online (The Makers) which will enhance the experience of members who are craftspeople. The HCA committed staff time and funds totalling £3,996 to match this funding, of which £876 has been incurred to 30 June 2015.

The grant from the Foyle Foundation has been received towards the ladder making project to preserve the skill of wooden ladder making. The HCA has committed £5,000 of matched funding for this project, of which £487 has been incurred to 30 June 2015.

7. Events

The following key events were held during the period:

	2015 £	2014 £
Spring Conference		
Income	3,030	1,474
Expense	(1,232)	(2,588)
Marketing Workshop		
Income from tickets	–	1,610
Expense	–	(509)
Photography Exhibition		
Income	4,000	–
Expense	(6,290)	–
Total unrestricted income/(expense) from events	(492)	(13)

There are additional costs of £1,586 which related to the Spring Conference but which had not been invoiced and paid by 30 June 2015.

The Photography Exhibition was sponsored by The Furniture Village and a second sponsorship payment of £2,500 was received after 30 June 2015.

8. Taxation

As a registered charity the HCA is exempt from corporation tax since all income is applied for charitable purposes.

During the year the HCA submitted Gift Aid claims for the period to 9 May 2015 (the period up until membership was transferred to the CIO) and received £1,526 (2014: £883) from HMRC. The HCA plans to register the CIO for Gift Aid and will then ask members to confirm Gift Aid declarations for the new entity.

9. Asset purchases

During the year the HCA purchased a laptop for the use of the Administrator for £399 (2014: the HCA did not make any asset purchases).