

# BRIGHTON TOY AND MODEL MUSEUM

England & Wales · Charity number 1001560

## Details

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**Other names** SUSSEX TOY AND MODEL MUSEUM

**Status** Registered

**Legal form** Charitable company

**Company number** [02564153](#)

**Registered** 1991-01-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** BRIGHTON TOY & MODEL MUSEUM  
52-55 Trafalgar Street  
Brighton  
BN1 4EB

**Phone** 01273749494

**Email** [info@brightontoymuseum.co.uk](mailto:info@brightontoymuseum.co.uk)

**Website** [www.brightontoymuseum.co.uk](http://www.brightontoymuseum.co.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN SUSSEX BY THE PROVISION OF A TOY AND MODEL MUSEUM

**Activities:** The Brighton Toy and Model Museum exhibits and cares for toys and commercial models from the last four centuries and preserves them to educate and inspire people of all ages.

## Classification

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- **How:** Sponsors Or Undertakes Research, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** EAST AND WEST SUSSEX
- Belgium
- Brighton And Hove
- East Sussex
- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£233,169	£229,461	-	-
2023-12-31	£209,572	£288,953	-	-
2022-12-31	£181,560	£163,731	-	-
2021-12-31	£245,180	£131,671	-	-
2020-12-31	£140,923	£126,672	-	-

## Trustees

Name	Role	Appointed
ANTHONY CAPO-BIANCO		2012-02-08
CHRIS LITTLEDALE		
Glenn Roy Butler		2021-08-30
Nicholas George Mosley		2025-02-24
Nicholas Martin Oddy		2021-12-01
Peter Bryant		2018-09-19
Richard Vernon		2025-02-24
Stephen John Crump		2026-04-10
Vic Michel		2014-10-01

**BRIGHTON TOY AND MODEL MUSEUM**

England & Wales - Charity number 1001560

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# Accounts

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**Charity Registration No. 1001560**

**Company Registration No. 02564153 (England and Wales)**

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 31 December 2024**  
**for**  
**Brighton Toy and Model Museum**

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# **BRIGHTON TOY AND MODEL MUSEUM**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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**The Directors of the Company who were in office during the year and up to the date of signing the financial statements were:**

**Directors** Christopher Littledale  
Victor Michel (chairman)  
Anthony Capo-Bianco  
Alan Pett  
Hugo Marsh  
Peter Bryant  
Lord Faulkner of Worcester  
Glenn Butler  
Nicholas Oddy  
Richard Vernon  
Nicholas Mosley

**Trustees** Christopher Littledale  
Anthony Capo-Bianco  
Alan Pett  
Victor Michel (chairman)  
Hugo Marsh  
Peter Bryant  
Lord Faulkner of Worcester  
Glenn Butler  
Nicholas Oddy  
Richard Vernon  
Nicholas Mosley

**Charity number** 1001560

**Company number** 02564153

**Principal address** 52-55 Trafalgar Street  
Brighton  
East Sussex  
BN1 4EB

**Accountants** John Tuffin & Co  
12/13 Ship Street  
Brighton  
East Sussex  
BN1 1AD

# **BRIGHTON TOY AND MODEL MUSEUM**

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# **Trustees' Annual Report for the period**

**From 01/01/2024 to 31/12/2024**

**Charity name: Brighton Toy & Model Museum**

**Charity registration number: 1001560**

## **Objectives and Activities**

### **Objectives of the Charity**

Brighton Toy and Model Museum exhibits, preserves and cares for important models and toys from the last three centuries. It makes them available for viewing by schools and the public, inspiring and educating people of all ages.

### **Main activities of the Charity in relation to those purposes for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Museum cares for about 15,000 objects, of which approximately two-thirds are on display. It holds about 11,000 objects owned by or permanently loaned to the Littledale-Brough Trust (Collections Trust) on permanent long-term loan to the Museum. These comprise Railway, aircraft, ships, road vehicles, dolls' houses & furniture, puppets, construction sets, Meccano, lead figures, models, kitchen stoves and accessories. The Museum also displays and cares for collections of significant international importance which are on loan to the Museum. It makes them accessible to the public whilst ensuring their care and preservation in accordance with museum accreditation standards of SPECTRUM.

Specialist conservation work is undertaken as necessary on the significant models in the collection ensuring their preservation and enhancing their display. In addition, the Museum follows good environmental control monitoring and procedures in accordance with Museum accreditation standards.

The Museum is open to the public for five days a week, including Saturdays, throughout the year. It also opens occasionally on Sundays for public workshops and events and occasionally on Mondays for events, groups and tours. It is accessible for wheelchair users and welcomes people with varying social or physical needs. It offers trails, quizzes and guided tours to help inform and inspire visitors. Quizzes and trails for younger visitors are available in French, Italian, Spanish and German as well as English, encouraging foreign visitors to engage more closely with objects on display. A professional guidebook with high quality images is available to buy and provides visitors with a great souvenir of their visit. There is also an audio guide which highlights the back stories to a range of items in the collection.

The Museum provides a varied school programme to fit in with the School Curriculum. The Museum welcomes visits from schools all over Southern England as well as from further afield and also international groups or schools.

Public family workshops and other community events are offered by the Museum to inspire visitors and increase awareness and access of the collections and the Museum.

### **Policy on social investment including programme related investment**

The Museum involves itself to a high degree with other agencies to improve the streetscape and museum entrance. The Museum was an official Visit Brighton Information Point until recent years when Brighton City Council made cuts to the service, no longer providing leaflets and dispensers due to lack of funds and instead concentrating on promoting Brighton outside of the city to attract visitors. The Museum however managed to retain the Visitor Information Point sign and continues to offer tourist information, and encourage the development of a Cultural route from Brighton Railway Station to the Royal Pavilion. The Museum is also leading on the Trafalgar Street Project, a project to regenerate Trafalgar Street, improving visitors' first impression of Brighton, encouraging people from Brighton station to access the North Laine area, supporting local independent traders in our community.

### **Contribution made by volunteers**

The Museum relies on volunteers to help run the museum and ensure that it opens 37 hours a week. Volunteers work on a variety of jobs such as the till, marketing, assisting with public events and shop sales. In addition, some volunteers work on specific museum projects such as Inventory documentation work and object research. During the year there were 20 volunteers in the Museum contributing approximately 100 hours of time a week. They comprise volunteers, students looking for work experience and people working part-time looking for jobs in the sector. Seven of these were new volunteers showing that the Museum continues to attract and also retain its volunteers. Brexit however continues to impact on our offer of internships to European students due to the prohibitive costs involved in sponsoring the interns. The Museum works with several organisations including the Community Base and Universities to attract new volunteers.

### **Sponsors**

The Museum has several sponsors who contribute financially or with services to help the museum.

## **Achievements and Performance**

### **Visitor admissions**

The museum performed strongly during 2024 and as in previous years, exceeded expectations, attracting a record number of visitors. In total, almost 17,000 visitors (excluding school groups and those attending an evening event) came to the museum during the year compared to the previous highest number recorded of 16,000 in 2023. This suggests that the museum continues to be seen as a very engaging place to visit with something to offer all generations of families. The draw of popular new exhibits such as the Peel P50 car accounted for significant peaks in visitor admissions when first displayed.

The number of OAP and Adult ticket sales increased significantly in 2024 compared to 2023 by 15% and 14% respectively. Family ticket sales increased marginally by 1% and the number of child ticket sales decreased by 3%, which in part reflected the very high level of child tickets sold in 2023 as all visitor categories had increased on 2022 numbers. Adults and family members make up 70% of the annual visitor numbers, in keeping with previous years, OAPs comprise 17% and children comprise 13%.

### **Events and Activities in the museum.**

The Museum was busy with events spread out throughout the year.

In line with previous years, the Museum held two train running days during the year, in March and October. While ticket sales for March were lower than in 2023, the train running days was still very well attended, attracting in total 364 visitors, an increase of 5% on 2022.

The Museum continued to build its reputation for being part of local cultural festivals. During Brighton Fringe the Museum was used as a venue over several days by four different acts. Through trial and error, the Museum has found the shows which attract most people are those which are family orientated or benefit from being in the museum setting. The Museum continued to be a venue for Sofar Sounds concerts with three events held during the year. One of these was for World Hearing Day in partnership with Mumbli, a Hearing Wellness Company.

The Museum ran its first Festive Fair, including Santa's Grotto in mid-December. The Fair coincided with the local Artist Open House event and included 13 artists selling their crafts on stalls throughout the museum. Father Christmas was well attended with all 50 spaces booked. The Museum also continues trying to promote itself as a venue for hire for corporate and special celebrations and was chosen as a venue for a local resident's 60<sup>th</sup> birthday party.

### **Public Engagement**

Several tours were given throughout the year, raising the profile of the Museum amongst different audiences. Tours continue to be popular with special interest groups including local U3A groups, Burgess Hill Lions (who also gave £2k towards the TSP) as well as Limitless Travel, a company which works with people with disabilities.

In June the Museum was invited to take part in the Charity Open Day on Pavilion Gardens for the third year alongside other popular local charities. The Museum also took part in the national Heritage Open Days event in September with both tours being sold out. The Museum tour received lots of social media publicity as one of the key events they publicised.

The Museum organised its third annual free open afternoon for North Laine Residents and plays a lead role in the Trafalgar Street Project, involving local traders and residents in the area. This open day event attracts increasing numbers of local residents each year so looks to become a regular feature of the Museum's calendar. The North Laine Community Association has expressed its gratitude to the Museum for organising this event and fostering closer links with local residents.

In March the Museum hosted a 'Meet the Editor' Event, a business networking event offering the opportunity to meet the Argus editor which was well attended by local business people. The General Manager (GM) also became an active member of the Community Rail Steering Committee and the Museum hosted one of their regular meetings in the Museum. The Museum also hosted a coffee morning for Brighton Past, a facebook group with 68,500 followers

Other collaborations entered into by the GM included Komedia Productions in December to help promote their family friendly Christmas Show, as well as collaborations with the Loneliness Charity 'Together Co' and the Pocklington Trust, a charity for the visually impaired. She also led tours of children from the Extra Time Project, a respite project for KS 3 children helping them to remain in mainstream education.

### **Media and Television**

During the year, as a result of the display of the Peel P50, the Museum was featured on BBC South East Today, BBC Breakfast National and BBC Radio Sussex. In July, the Director appeared on TV Meridian to talk about the display of Meccano boxes.

The Museum continues to maintain a high profile and support from BBC radio Sussex and the local Argus newspaper. The GM featured on a double page spread in the Argus about the Trafalgar Street Regeneration Project in December 2024. During the year, the Museum also featured in a Caravan and Camping Club article promoting the Museum as a place to visit.

The Museum also continues to have a strong social media presence across some of the most popular platforms such as Facebook, Instagram and Twitter/X, sharing stories and information about the collection and events in the museum.

The Brighton Toy and Model Index which is the Museum's online toy encyclopaedia continues to grow and at the date of this report has 9,941 pages and 12,078 images. Over 108,000 users accessed this database in 2024 with 57% of these accessing the site from the UK. Site visitors from a total of 98 countries accessed the pages, primarily from English-speaking countries and Europe but also from countries from as far afield as Japan, South Africa, Russia and Uzbekistan.

### **Exhibitions**

In March 2024, the Peel P50 car, the world's smallest production car, was loaned to the Museum for display in the Museum Lobby.

In April 2024, a large collection of Budgie diecasts was loaned by one of the Trustees to the Museum, many of which were immediately put on display, complementing the other cabinet of Budgie models already exhibited in the Museum. The same Trustee also loaned a small collection of Mechanics Made Easy Tins, which were put on display in the Meccano cabinet in May 2024.

In late December the Museum removed a large collection of Hornby and Hornby Dublo from two large display cabinets in preparation for return to the lender. New displays for these cabinets were curated and put on show in early 2025.

### **Education Programme**

The revised education offer comprises three workshops linked to the National Curriculum on Toys Through the Ages which explores timelines, the materials toys are made from and how they move. This is designed for Early Years, Key Stage 1 and Key Stage 2. There is also a STEM workshop for older Key Stage 2 children called 'Real Life Made Miniature' looking at and exploring simple scientific forces to understand what makes things move. A new literacy story telling workshop is now offered in the afternoons to encourage schools to pay to stay for the day. Based on the Five Fingers of Storytelling, children explore the collection to bring their favourite characters to life in a story. Sessions are delivered by the General Manager and Assistant Manager.

In total 31 schools visited the Museum in 2024 with some of the larger schools bringing more than one class and visiting over several days. As the education workshops are delivered by contracted museum staff there is increased flexibility to accept visits of smaller groups from private and Special Needs schools. The workshops are continuing to get excellent feedback from teachers and the additional storytelling workshop in the afternoon has resulted in an increased number of schools staying for the day. In total 1093 school children accompanied by approximately 218 support staff visited the Museum during the year. As in previous years, whilst most schools coming to the Museum were based in Brighton, East and West Sussex, some came from as far as Surrey and Kent. In 2024 the location of schools visiting the Museum comprised:

Brighton area – 9  
East Sussex - 9  
West Sussex – 10  
Surrey – 2  
Kent - 1

## **2024 Updates and improvements**

March – December

- Peel P50 car loaned to the Museum and put on display until 2025

April

- Loan of Budgie Collection and put on display

May

- Mechanics Made Easy Tins loaned and put on display
- Purchase of Biscuit Tin Collection

June

- Redisplay of the Minic Ships cabinet

July

- Redisplay of the Biscuit Tin Collection

December

- Seasonal snowy Lego display
- Three Astra satellite contractor models were donated and put on display with Concorde redisplayed alongside.

### **Acquisitions**

During the year the Littledale Brough Trust purchased the Marsh H2 Atlantic Southern Railway 'The Needles', as well as an LBSCR H2 Atlantic. These have been placed on display on the Museum layout.

The Biscuit Tin collection, previously on loan, was purchased by the Peter Dunk Memorial Trust in May 2024, ensuring its continued display in the Museum.

A large collection of Paddington bears and Paddington related ephemera was donated to the Museum in December 2024, and put on display in early 2025.

### **Maintenance projects**

The Museum continues to make significant improvements to the underpass by painting over the tagging and graffiti as soon as it appears. This has proved a major deterrent as fewer incidents occur. The GM was given the award of Community Minded Manager by the North Laine Residents in recognition of her and the Museum's contribution to maintaining and improving the appearance of the underpass and creating an annual open day for local residents.

During the year work continued in the Museum's mezzanine storage area, creating efficient storage racking for commission and donation sales. In addition, work started on the refit of the GM's office, removing very old carpet.

Staff continue to monitor the water ingress, an ongoing problem in the Museum, especially during periods of heavy rainfall. The floor and walls of the female toilets were painted during the year, but it is difficult to keep the area looking well-maintained due to the constant challenge of water ingress. In addition the area around the Emergency exit and Front Entrance

were cleaned and painted, and the external Mural was also cleaned, giving a fresher external appearance to the Museum.

### **Museum management**

The Museum staff currently comprises three full-time salaried staff of a General Manager, Assistant Manager and Digital Manager as well as a part time Finance Manager who also works as Collections Management Officer on a temporary basis until the Museum's Documentation project is complete.

### **Accreditation and Collections work**

The Museum continued its work on its Inventory documentation project using the digital cataloguing system eHive. Volunteers and two members of staff have worked hard to clear backlogs, documenting and photographing objects on display and in stores. The recruitment of an intern using grant money from November 2023 to February 2024 enabled a start in the cataloguing of objects in the stores. As at the date of this report the Museum has catalogued and photographed approximately 5,400 objects including 900 objects in stores to SPECTRUM standards, representing approximately 50% of all objects. Objects in stores have been repacked and sorted as part of this ongoing project, ensuring a more efficient use of space. There is now greater control over any incoming objects which are catalogued on a timely basis, as well as over any movements of objects, thereby reducing the risk of future inventory backlogs. The Museum is currently reviewing Loan Agreements to ensure these are up to date.

In addition, staff responded to public enquiries and enhanced the quality of displays and interpretation. The online information database continues to grow enhancing the Museum's global reputation, encouraging visitors, and supporting the Museum's educational outreach.

### **Trafalgar Street Project**

The Museum continued to promote its fundraising campaign for the Trafalgar Street Regeneration Project. During the year it ran two Crowdfunder campaigns and continued with its ongoing JustGiving page. The retail stock developed for the Project has proved popular, especially the £5 supporters' badges. Other retail stock includes commemorative nameplates or plaques sold in the museum shop as well as Sponsorship plaques of the Top Ten treasures. So far the Museum has sold 13 plaques out of a total of 100 and 3 of the Top Ten treasures.

In addition the Museum continued to benefit from two fundraising Cocktail and Canape events in 2024 organised by BITE Sussex in collaboration with various cocktail bars and restaurants.

The need for further fundraising and ongoing discussions about the scope of the Project prevented the Museum from commencing work on the Trafalgar Street Regeneration Project in 2024. Planning Consent ran out in September 2024 and the Museum reapplied for it successfully but this all took a while. As at the date of this report, the Museum is planning on commencing work on The Trafalgar Street Project in Summer 2025, with a revised scope comprising the Main Entrance, lighting, signage and CCTV in order to keep within an affordable budget. It is hoped that the works on Arch 4 will take place at later stage.

### **Financial Review**

#### **Review of the Charity's financial position at the end of the period**

The Museum continues to maintain a strong financial position and over the years has managed to build up healthy reserves due to careful monitoring of costs and generous donations and sponsorship. In 2024, the Museum recorded an overall profit for the year of £3,708. Of this profit, £7,551 related to restricted funds with the Museum recording a small net loss of £3,843 for its own activity and unrestricted funds.

The record number of visitors that the Museum continued to attract throughout the year, resulted in admissions income of £98.5k compared to £89k in 2023. Gift aid claimed on admissions amounted to £7,476 and provided a valuable additional source of funds. As in 2023, admissions income and its related gift aid in 2024 amounted to 50% of the Museum's total unrestricted income. Income from education was significantly up on the previous year and the Museum also benefitted from the high interest rates available on its cash reserves. Museum-related income streams such as education and events represented 6% of total income unrestricted income, retail sales amounted to 8% and bank interest represented 4.5%. The Museum continued to receive and rely on generous donations and sponsorship during the year which, with related gift aid, accounted for 30% of its total unrestricted income.

Most museum expenditure relates to staffing costs, rent, and specific museum project costs. Whilst operating costs were well-controlled, the Museum experienced unavoidable rises in premise costs of over 10% from the prior year, primarily due to increased insurance premiums and electricity bills. At the same time, office and general staff costs were kept 10-15% below previous years due to careful budgeting.

Restricted income relates primarily to money that has been donated to the Museum for specific purposes. These include Trustee donations made to the Management Fund of £2,186 with related gift aid of £552, as well as two grants, one funded by Art Fund for the purposes of employing an intern, the other funded by the Museum Development South East for the purchase of a Digital Collection Plate. These have been matched to related expenditure. In addition the Museum received restricted income of £17,493 for the Trafalgar Street Regeneration Project in the year from donations, fundraising events and sales.

#### **The Charity's principal sources of funds**

The Museum's principal sources of funds normally comprise visitor admission fees, retail sales in the museum shop, income from events and education workshops as well as donations and sponsorship. A major benefactor continues to give his full support to the Museum, its paid staff, and museum projects. The Museum claims gift aid on gift-aided admissions and donations as appropriate which also brings in important income.

#### **The policy for holding reserves**

The Museum maintains a healthy balance in reserves in order to ensure its financial sustainability. In the event of a significant drop in funding, it will become necessary to secure more private and commercial sponsors and make changes to the Museum's activities including extending the museum's public opening hours and further reviewing admission ticket prices and workshop events. The Museum will continue to seek private funding from collectors and supporters the world over.

The Museum holds reserves as at 31/12/2024 of £253,428 (2023: £249,720). Included in the Museum reserves as at year end is a restricted amount of £19,812 to be used solely for the Trafalgar Street Regeneration Project.

The Trustees do not consider that the Museum faces any risk as a going concern.

### **Structure, Governance and Management**

Description of charity's trusts:	
Type of governing document	Trust deed, Memorandum and Articles of Association
How is the charity constituted?	Limited company
Trustee selection methods	Trustees are selected through proposal and agreement by the chairman and trustees

**The charity's organisational structure and any wider network with which the charity works**

The Museum is a full member of the Sussex Museums Group which includes over 45 private and local authority museums in Brighton, East and West Sussex. The Museum is also a member of AIM, the Association of Independent Museums.

As an accredited museum, the Museum keeps up to date with Accreditation requirements, submitting the Accreditation Return to Arts Council England when required.

The Museum is closely linked to and benefits from the Littledale-Brough Trust which holds about 11,000 objects owned by or permanently loaned to the Littledale-Brough Trust representing approximately 75% of the objects currently available to the Museum. Christopher Littledale who founded the Trust with Derek Brough is also the founder of the Museum and is currently both Director of the Museum and Chairman of the Littledale-Brough Trust. Many of the other Trustees of the Museum are also Trustees of the Littledale-Brough Trust.

The Museum is also closely linked to the Peter Dunk Memorial Trust, a company that was set up in 2022 with a bequest of money from Peter Dunk, with the stipulation that it be used as a collections fund for the Museum. Five of the Directors of the Peter Dunk Memorial Trust are also Trustees of the Brighton Toy and Model Museum.

**Reference and Administrative details**

Charity name	Brighton Toy and Model Museum
Other name the charity uses	
Registered charity number	1001560
Charity's principal address	52-55 Trafalgar Street Brighton, East Sussex BN1 4EB

**Names of the charity trustees who manage the charity, and are also directors of the company**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christopher Littledale	Founder/Director		
2	Victor Michel	Chairman		
3	Alan Pett	Trustee		
4	Hugo Marsh	Trustee		
5	Anthony Capo-Bianco	Trustee		
6	Peter Bryant	Trustee		
7	Neil Bennett	Trustee	Resigned 10/10/2024	
8	Lord Faulkner of Worcester	Trustee		
9	Glenn Butler	Trustee		
10	Nicholas Oddy	Trustee		
11	Victoria Kington	Trustee	Appointed 11/7/2024 Resigned 14/6/2025	
12	Richard Vernon	Trustee	Appointed 24/2/2025	
13	Nicholas Mosley	Trustee	Appointed 24/2/2025	

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own asset	N/A

**Exemptions from disclosure**

**Reason for non-disclosure of key personnel details**

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**Other optional information**

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**Declarations**

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	VICTOR MICHEL	
<b>Position (e.g. Secretary, Chair, etc)</b>	Chair	

**Date**



**Section A Independent Examiner's Report**

<b>Report to the trustees/ members of</b>	Brighton Toy and Model Museum		
<b>On accounts for the year ended</b>	31/12/2024	<b>Charity no (if any)</b>	1001560
<b>Set out on pages</b>			

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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

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

**Independent examiner's  
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**  **Date:** 24/6/2025

**Name:** MARTINA J. MACAULEY

**Relevant professional  
qualification(s) or  
body (if any):** CHARTERED ACCOUNTANT ICAEW

Address:

8 LLOYD ROAD
HOVE
E. SUSSEX BN3 6NL.

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**BRIGHTON TOY AND MODEL MUSEUM**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	52,000	14,705	66,705	64,343
Activities for generating funds	3	16,980	5,917	22,897	20,908
<b>Incoming resources from charitable activities</b>		<b>141,998</b>	<b>1,569</b>	<b>143,567</b>	<b>124,321</b>
<b>Total incoming resources</b>		<b>210,978</b>	<b>22,191</b>	<b>233,169</b>	<b>209,572</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	25,999	774	26,773	12,591
Fundraising trading: costs of goods sold	3, 4	11,391	1,091	12,482	7,751
<b>Charitable activities</b>	4	<b>139,033</b>	<b>11,954</b>	<b>150,987</b>	<b>230,940</b>
<b>Governance costs</b>	4	<b>38,398</b>	<b>821</b>	<b>39,219</b>	<b>37,671</b>
<b>Total resources expended</b>		<b>214,821</b>	<b>14,640</b>	<b>229,461</b>	<b>288,953</b>
<b>Net incoming resources for the year/ Net movement in funds</b>		<b>(3,843)</b>	<b>7,551</b>	<b>3,708</b>	<b>(79,381)</b>
Fund balances at 1 January 2024		237,459	12,261	249,720	329,101
<b>Fund balances at 31 December 2024</b>		<b>233,616</b>	<b>19,812</b>	<b>253,428</b>	<b>249,720</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRIGHTON TOY AND MODEL MUSEUM

## BALANCE SHEET

AS AT 31 DECEMBER 2024

		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		10,310		13,859
<b>Current assets</b>					
Stocks		6,348		7,077	
Cash at bank and in hand		241,741		233,017	
Debtors	8	7,088		7,304	
		<u>255,177</u>		<u>247,398</u>	
Creditors: amounts falling due within one year	9	<u>(12,059)</u>		<u>(11,537)</u>	
<b>Net current assets</b>			<u>243,118</u>		<u>235,861</u>
<b>Total assets less current liabilities</b>			<u>253,428</u>		<u>249,720</u>
Creditors: amounts falling due after one year			<u>( - )</u>		<u>( - )</u>
<b>Total assets/(liabilities)</b>			<u>253,428</u>		<u>249,720</u>
<b>Income Funds</b>					
Unrestricted funds	12		233,616		237,459
Restricted funds	12		19,812		12,261
<b>Total Funds</b>			<u>253,428</u>		<u>249,720</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (Effective April 2008).

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2024. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

### Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 24 June 2025 and were signed on its behalf by:



CRC Littledale - Director

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2024

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#### 1. Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### 1.2 Incoming resources

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Activities for generating funds represent income from sales of goods and are recognised when receivable.

Income from charitable activities is accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

##### 1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading within the museum's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and strategic requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

##### 1.4 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows.

Short leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance

##### 1.5 Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2024**

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**2. Voluntary income**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Donations and grants	<b>52,000</b>	<b>14,705</b>	<b>66,705</b>	64,343
<b>Donations and grants</b>				
Unrestricted funds:				
Donations and grants			<b>52,000</b>	<b>52,360</b>
Restricted funds				
Donations (<£5,000)			<b>14,705</b>	<b>10,451</b>

**3. Activities for generating funds**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Activities for generating funds	16,980	5,917	22,897	20,908
Fundraising trading: costs of goods sold	(11,391)	(1,091)	(12,482)	(7,751)
Net Activities for generating funds	<b>5,589</b>	<b>4,826</b>	<b>10,415</b>	<b>13,157</b>

**BRIGHTON TOY AND MODEL MUSEUM**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**4. Total resources expended**

	Staff costs £	Depreciation £	Premises £	Projects £	Other costs £	Total 2024 £	Total 2023 £
<b>Costs of generating funds</b>							
Costs of generating voluntary income	24,290	-	-	560	1,923	26,773	12,591
Fundraising trading: costs of goods sold	6,072	-	1,404	1,064	3,942	12,482	7,751
	30,362	-	1,404	1,624	5,865	39,255	20,342
<b>Charitable activities</b>							
Museum facility	49,991	3,549	41,909	26,120	17,273	138,842	222,293
Education	12,145	-	-	-	-	12,145	8,647
<b>Governance</b>	30,362	-	-	-	8,857	39,219	37,671
	122,860	3,549	43,313	27,744	31,995	229,461	288,953

**5. Net Incoming Resources for the Year**

**This is stated after charging:**

	2024 £	2023 £
<b>Depreciation</b>	3,549	3,990
<b>Auditor's remuneration</b>	-	-

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2024****6. Employees****Number of employees**

The average monthly number of employees during the year was:

2024 Number	2023 Number
4	4

**Employment costs**

	2024 £	2023 £
Wages and salaries	115,151	98,355
Social security costs	5,686	3,225
Pension costs	2,023	1,963
	<u>122,860</u>	<u>103,543</u>

Pension contributions are made under a defined contribution scheme.

**7. Tangible Fixed Assets**

	Leasehold £	Plant and machinery £	Fixtures and fittings £	Total £
<b>COST</b>				
At 1 January 2024	10,516	13,040	42,681	66,237
Additions in the year	-	-	-	-
And 31 December 2024	<u>10,516</u>	<u>13,040</u>	<u>42,681</u>	<u>66,237</u>
<b>DEPRECIATION</b>				
At 1 January 2024	9,012	11,057	32,309	52,378
Charge for year	1,504	489	1,556	3,549
At 31 December 2024	<u>10,516</u>	<u>11,546</u>	<u>33,865</u>	<u>55,927</u>
<b>NET BOOK VALUE</b>				
At 31 December 2024	-	1,494	8,816	10,310
At 31 December 2023	<u>1,504</u>	<u>1,983</u>	<u>10,372</u>	<u>13,859</u>

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2024****8. Debtors**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other debtors	<b>5,369</b>	2,313
Accrued income	<b>1,719</b>	4,991
	<b><u>7,088</u></b>	<b><u>7,304</u></b>

**9. Creditors: amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other Creditors and accruals	<b>11,318</b>	9,628
Prepaid income	<b>741</b>	1,909
	<b><u>12,059</u></b>	<b><u>11,537</u></b>

**10. Transactions with related parties**

As at 31 December 2024 an amount of £1,085 was owed to the charity by Littledale Brough Trust (2023: £nil).

Small amounts (<£700 each) have been donated to the charity by 4 trustees during the year for the purpose of funding salary costs and to fund conservation works on items in the collection.

During the year a trustee received payments totalling £4,750 for specialised conservation work on exhibits and items in the collection.

**11. Movements in Funds**

The income funds of the charity include a number of restricted funds, comprising the following balances of donations held for a specific purpose

<b>Restricted funds</b>	<b>Balance at 1 January 2024</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Balance at 31 December 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Management Fund	-	2,738	2,738	-
Trafalgar Street Project	12,261	17,493	9,942	19,812
First Steps Grant	-	1,460	1,460	-
Income Generation Grant	-	500	500	-

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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#### Purposes of Restricted funds

##### Management Fund

Trustees and other individuals closely associated with the charity donated money to the Management fund, which was set up in 2009 to help pay the salary of the Museum General Manager .

##### Trafalgar Street Project

The Museum is fundraising for the Trafalgar Street Regeneration Project, a project led by the Museum. This involves a change to the façade of the Museum, additional lighting and improved security to regenerate the underpass from the station to act as a gateway to the North Laines. In addition to donations and grants received, the Museum held two crowdfunding campaigns during the year as well as fundraising events. The Museum has also designed specific retail stock items for sale and sponsorship with proceeds going to the Trafalgar Street Project. This project is still ongoing.

##### First Steps Grant

The Museum received a grant from Art Fund during 2023 specifically to pay the salary of a documentation intern from November 2023 to February 2024 as well as supplies needed for the Museum's documentation project. The grant funding was used as planned during the year.

##### Income Generation Grant

The Museum received a grant of £500 from Museum Development South East in October to purchase a Digital Collections Plate to facilitate card donations from visitors in the Museum.

#### 12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	10,310	-	10,310
Current assets	235,365	19,812	255,177
Creditors: amounts falling due within one year	(12,059)	-	(12,059)
Creditors: amounts falling due after one year	-	-	-
	<u>233,616</u>	<u>19,812</u>	<u>253,428</u>

**BRIGHTON TOY AND MODEL MUSEUM**

England & Wales - Charity number 1001560

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# Accounts

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**10 Charity Registration No. 1001560**

**Company Registration No. 02564153 (England and Wales)**

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 31 December 2023**  
**for**  
**Brighton Toy and Model Museum**

# **BRIGHTON TOY AND MODEL MUSEUM**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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**The Directors of the Company who were in office during the year and up to the date of signing the financial statements were:**

<b>Directors</b>	Christopher Littledale Victor Michel (chairman) Anthony Capo-Bianco Alan Pett Hugo Marsh Peter Bryant Neil Bennett Lord Faulkner of Worcester Glenn Butler Nicholas Oddy
<b>Trustees</b>	Christopher Littledale Anthony Capo-Bianco Alan Pett Victor Michel (chairman) Hugo Marsh Peter Bryant Neil Bennett Lord Faulkner of Worcester Glenn Butler Nicholas Oddy
<b>Secretary</b>	Neil Bennett
<b>Charity number</b>	1001560
<b>Company number</b>	02564153
<b>Principal address</b>	52-55 Trafalgar Street Brighton East Sussex BN1 4EB
<b>Accountants</b>	John Tuffin & Co 12/13 Ship Street Brighton East Sussex BN1 1AD

# **BRIGHTON TOY AND MODEL MUSEUM**

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# **Trustees' Annual Report for the period**

**From 01/01/2023 to 31/12/2023**

**Charity name: Brighton Toy & Model Museum**

**Charity registration number: 1001560**

## **Objectives and Activities**

### **Objectives of the Charity**

Brighton Toy and Model Museum exhibits, preserves and cares for important models and toys from the last three centuries. It makes them available for viewing by schools and the public, inspiring and educating people of all ages.

### **Main activities of the Charity in relation to those purposes for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Museum cares for about 15,000 objects, of which approximately two-thirds are on display. It holds about 11,000 objects owned by or permanently loaned to the Littledale-Brough Trust (Collections Trust) on permanent long-term loan to the Museum. These comprise Railway, aircraft, ships, road vehicles, dolls' houses & furniture, puppets, construction sets, Meccano, lead figures, models, kitchen stoves and accessories. The Museum also displays and cares for collections of significant international importance which are on long-term loan to the Museum. It makes them accessible to the public whilst ensuring their care and preservation in accordance with museum accreditation standards of SPECTRUM.

The Director of the Museum performs specialist conservation and restoration work on the significant models in the collection ensuring their preservation and enhancing their display. In addition, the Museum follows good environmental control monitoring and procedures in accordance with Museum accreditation standards.

The Museum is open to the public for five days a week, including Saturdays, throughout the year. It also opens occasionally on Sundays for public workshops and events and occasionally on Mondays for events, groups and tours. It is accessible for wheelchair users and welcomes people with varying social or physical needs. It offers trails, quizzes and guided tours to help inform and inspire visitors. Quizzes and trails for younger visitors are available in French, Italian, Spanish and German as well as English, encouraging foreign visitors to engage more closely with objects on display. A professional guidebook with high quality images is available to buy and provides visitors with a great souvenir of their visit. An audio guide was introduced in March 2023 highlighting the back stories to a range of items in the collection.

The Museum provides a varied school programme to fit in with the School Curriculum. The Museum welcomes visits from schools all over Southern England as well as from further afield and also international groups or schools.

Public family workshops and other community events are offered by the Museum to inspire visitors and increase awareness and access of the collections and the Museum.

### **Policy on social investment including programme related investment**

The Museum involves itself to a high degree with other agencies to improve the streetscape and museum entrance. It forms part of Visit Brighton, run by Brighton City Council to provide tourist information, and encourage the development of a Cultural route from Brighton railway station to the Royal Pavilion. The Museum is also leading on the Trafalgar Street Project, a project to regenerate Trafalgar Street, improving visitors' first impression of Brighton, encouraging people from Brighton station to access the North Laine area supporting local independent traders in our community.

### **Contribution made by volunteers**

The Museum relies on volunteers to help run the museum and ensure that it opens 37 hours a week. Volunteers work on a variety of jobs such as the till, marketing, assisting with public events and shop sales. In addition, some volunteers work on specific museum projects such as Inventory documentation work and object research. During the year there were 25 volunteers in the Museum contributing approximately 100 hours of time a week. They comprise volunteers, students looking for work experience and people working part-time looking for jobs in the sector. 6 of these were new volunteers showing that the Museum continues to attract and also retain its volunteers. Brexit however continues to impact on our offer of internships to European students due to the prohibitive costs involved in sponsoring the interns.

The Museum works with several organisations including the Job Centre and Universities to attract new volunteers.

### **Sponsors**

The Museum has several sponsors who contribute financially or with services to help the museum.

## **Achievements and Performance**

### **Visitor admissions and public engagement**

The museum performed strongly during 2023 attracting a record number of visitors. In total, 16,000 visitors (excluding school groups and those attending an evening event) came to the museum during the year compared to the previous highest number recorded of 14,000 in 2022. This also exceeded budgeted visitor numbers suggesting that the museum continues to be seen as a very engaging place to visit with something to offer all generations of families. The number of families and adult visitors increased significantly compared to the prior year by over 16% and 18% respectively, child ticket sales increased by 6% but the number of OAP visitors decreased by 3%. The Museum, as in 2022, remained open throughout December, not closing from mid-December-early January as it had done in previous years. This again proved popular with visitors. Adults and family members make up 70% of the annual visitor numbers, in keeping with previous years, OAPs comprise 16% and children comprise 14%.

### **Additional Events and Activities in the museum.**

The Museum was busy with events spread out throughout the year.

In line with previous years there were two train running days during the year, in March and October. Ticket sales increased by 50% compared to 2022 showing how popular these events are.

The museum continued to build its reputation for being part of local cultural festivals. During Brighton Fringe the Museum was used as a venue over several days by four different acts. Through trial and error, the museum has found the shows which have the best attendances are those which are family orientated or benefit from being in the museum setting. It also hosted

a talk and slide show for the Aging Well Festival by Jackie Marsh-Hobb, about the tours she gives behind the scenes of Brighton Railway Station. The museum continued to be a venue for Sofar Sounds concerts with three events throughout the year. The most significant of these was the Bombay Bicycle Club and Residents Records using the museum as a secret venue for an album launch tour – the band normally perform in the Brighton Centre and have a large following, so it generated a significant amount of publicity for the museum to host an event of this calibre. The museum also continued to take part in the national Heritage Open Day event in September.

The Museum ran a Santa's Grotto over two days at the start of December which proved a very popular event with families.

The Museum benefitted from a second fundraising event organised by BITE Sussex in collaboration with popular restaurant, Issac @ and local distillers called 'Toy Box', raising funds towards the Trafalgar Street Regeneration Project.

### **Public Engagement**

Several tours were given throughout the year, raising the profile of the museum amongst different audiences. These included groups of train enthusiasts arranged by Inside Track, who return at least twice a year for a tour of the collection, Limitless Travel who organise holidays for people with mobility issues, local U3A groups, and other special interest groups. The museum took part in the national Heritage Open Days event with both tours being sold out. The museum tour received lots of social media publicity as one of the key events they publicised.

The museum organised another free open afternoon for North Laine Residents and plays a lead role in the Trafalgar Street Project, involving local traders and residents in the area. This event attracts increasing numbers of local residents each year so looks to become a regular feature of the museum's calendar. The North Laine Community Association has expressed its gratitude to the museum for organising this event and fostering closer links with local residents.

### **Media and Television**

During the year, Chris Littledale was interviewed by BBC Radio Sussex on a couple of occasions. The museum continued to be featured in the Argus newspaper throughout the year. Jan Etches also maintains good links and a high profile with local media.

Chris continues to maintain a constant presence on national and international television as programmes such as Bargain Hunt (originally aired 2020) and Celebrity Antiques Road Trip (aired 2022) and Susan Calman's Grand Week by the Sea (aired 2021) are shown on constant repeat.

The Museum has a very strong social media presence, across some of the most popular platforms such as facebook, Instagram and twitter, sharing stories and information about the collection and events in the museum.

The Brighton Toy and Model Index which is the Museum's online toy encyclopaedia continues to grow and at the date of this report has 9,738 pages and 11, 512 images. Over 129, 000 users accessed this database in 2023 with 58% of these accessing the site from the UK. Site visitors from a total of 170 countries accessed the pages, primarily from English-speaking countries and Europe but also from countries from as far afield as Japan, South Africa, Russia and UAE.

## **Exhibitions**

In May 2023, the Museum unveiled its new exhibition of Britains Ltd aircraft, buildings and accessories, a collection that has been loaned to the Museum by David Hatley. A collection of Skybird aircraft with buildings and accessories, also loaned by David Hatley was put on display in June 2023. Both exhibitions were curated by Gordon Hall, assisted by Eric Baird.

## **Education Programme**

The Education Officer retired in April 2023 after more than ten years freelancing for the Museum. The Museum decided to take the opportunity to revise the whole education offer and employed an Educational Specialist to devise school workshops tailored to the Museum collections. The revised education offer comprises three workshops linked to the National Curriculum on Toys Through The Ages which explores timelines, what materials toys are made out of and how they move. This is designed for Early Years, Key Stage 1 and Key Stage 2. There is also a STEM workshop for older Key Stage 2 children called 'Real Life Made Miniature' looking at and exploring simple scientific forces to understand what makes things move. To encourage schools to pay to stay for the day there is a new literacy story telling workshop offered in the afternoons. Based on the Five Fingers of Storytelling, children explore the collection to bring their favourite characters to life in a story. Delivery of these new sessions commenced in October 2023 given by the General Manager and Assistant Manager. Feedback from the sessions indicate that schools are very impressed with the quality and delivery of these workshops.

Outreach visits, previously given by the Education Officer have ceased while the education programme is being delivered in-house.

Due to the retirement of the education officer and the revision of the schools offer, only ten schools attended education workshops at the Museum over the year, compared to twenty six in 2022. Seven of these schools participated in the new education sessions offered in the Winter term. An additional three schools chose to bring their pupils on self-guided visits during the period when there were no school workshops offered. In total 616 school children accompanied by approximately 90 support staff visited the museum. As in previous years, whilst most schools coming to the Museum were based in East and West Sussex, some schools came from as far as Surrey and Kent. In 2023 the location of schools making a visit to the Museum comprised:

Brighton area - 5  
West Sussex - 2  
East Sussex -2  
Surrey - 1  
Kent - 2  
Hertfordshire - 1

## **2023 updates and improvements**

January

- Launch of the audio guide in the Museum

February

- Donated large 1930's Tri-ang sheet steel vehicles now on display in Arch 2

March

- Donated repro Brighton Station platform sign now on display in the retail area

## April

- Preparation for the displays of the Britains and Skybird collections loaned by David Hatley

## May

- Britains aircraft collection on display

## June

- Skybirds aircraft collection on display

## July

- Loaned Tri-ang Frog aircraft on display

## August – December

- eHive inventory cataloguing project involving 5 volunteers and staff commences

## September

- Loaned Bamber Woolwinder locomotive nameplate installed over the Museum entrance

## September – December

- Work on museum mezzanine storage area

## November

- New banner advertising the Museum put up outside Brighton station

## December

- Seasonal snowy Lego display

### Acquisitions and displays

During the year the Littledale Brough Trust was given a rare, late (19<sup>th</sup> US model Singer sewing machine. This has not yet been put on display.

### Maintenance projects

The Museum has made significant improvements to the underpass by painting over the tagging and graffiti immediately it appears. This has proved to be a major deterrent as fewer incidents are occurring. Chris Littledale was given the award of Local Hero by the North Laine Residents Association in recognition of his and the Museum's contribution to maintaining and improving the appearance of the underpass.

The Museum mezzanine storage area has been significantly improved with additional racking and cabinets for items in the collection that are not currently on public view and for items that are awaiting conservation as well as shop stock and donations. This involved work to address some of the water ingress including stripping, resurfacing and cladding the walls.

Staff continue to monitor the water ingress which is an ongoing problem especially during periods of heavy rainfall.

### Museum management

In March 2023 the Museum formalised a permanent part-time post of Finance Manager within the management structure, changing it from a freelance position. This added to the three

existing full-time salaried staff of a General Manager, Assistant Manager and Digital Manager. The Finance Manager also works as Collections Management Officer on a temporary basis until the Museum's Documentation project is complete. A new Assistant Manager was recruited in Summer 2023 following the resignation of the previous Assistant Manager in April 2023.

### **Accreditation and Collections work**

The Museum restarted its Inventory documentation project during the year to clear backlogs in documentation and ensure SPECTRUM standards are adhered to. A new digital cataloguing system, eHive, was chosen to replace the previous catalogue system Modes XML which had failed a few years earlier. Five volunteers, together with two members of staff are working hard to clear backlogs, documenting and photographing objects on display and in stores. An intern was recruited using grant money for two days a week from November 2023 to February 2024 specifically to work on documentation of objects in stores.

In addition staff work tirelessly to respond to public enquiries and to enhance the quality of displays and interpretation. Our online information database continues to grow enhancing the Museum's global reputation, encouraging visitors, and supporting the Museum's educational outreach.

### **Trafalgar Street Regeneration Project**

The museum continued to promote its fundraising campaign with the development of a brochure identifying the ways individuals and companies could contribute. These ranged from a £5 supporters' badge, a commemorative nameplate in the museum shop, the top ten treasures in the museum and sponsorship of one of the new glazing which will replace the brickwork in the arches.

The badges have proved to be very popular, five plaques have been sold which include sponsorship from the North Laine Residents Association and the North Laine Traders Association. A major sponsor was also found for the main entrance to the museum.

### **Financial Review**

#### **Review of the Charity's financial position at the end of the period**

The Museum continues to maintain a strong financial position and over the years has managed to build up healthy reserves due to careful monitoring of costs and generous donations and sponsorship. In 2023, the Museum recorded a loss for the year of £79,381 reflecting the transfer out of restricted funds of £89,056 which had been bequeathed to the Museum in 2021. This had been bequeathed by Peter Dunk for the specific purpose of setting up a separate collections fund and the money was partly used to purchase a model locomotive for display in the Museum with the remainder transferred into the Peter Dunk Memorial Trust.

The Museum increased its ticket prices by £1 in May 2023 and this, together with the record number of visitors that the Museum continued to attract throughout the year, resulted in admissions income of £89k compared to £67k in 2022. Gift aid claimed on admissions amounted to £6,610 and provides a valuable additional source of funds. In 2023 admissions income and its related gift aid amounted to 50% of the Museum's total unrestricted income compared to 43% in 2022. Other museum-related income streams such as education and events represented 5%, retail sales amounted to 9% and bank interest represented 3% of total unrestricted income. The Museum continued to receive and rely on generous donations and sponsorship during the year which accounted for 33% of its total unrestricted income.

Most museum expenditure relates to staffing costs, rent and specific museum project costs. Other operating costs were well-controlled, and the Museum recorded a net inflow of £1,606 in terms of its unrestricted funds for the year.

Restricted income relates primarily to money that has been donated and bequeathed to the Museum for specific purposes. These include trustee donations made to the Management Fund of £2,729 as well as a grant funded by Art Fund for the purposes of employing an intern. These have been matched to related expenditure. In addition the Museum received restricted income of £11,793 for the Trafalgar Street Regeneration Project in the year from donations, events and sales. The Peter Dunk legacy of £89,056 was paid out by the Museum during the year.

**The Charity’s principal sources of funds**

The Museum’s principal sources of funds normally comprise visitor admission fees, retail sales in the museum shop, income from events and education workshops as well as donations and sponsorship. A major benefactor continues to give his full support to the Museum, its paid staff, and museum projects. The Museum claims gift aid on gift-aided admissions and donations as appropriate which also brings in important income.

**The policy for holding reserves**

The Museum maintains a healthy balance in reserves in order to ensure its financial sustainability. In the event of a significant drop in funding, it will become necessary to secure more private and commercial sponsors and make changes to the Museum’s activities including extending the museum’s public opening hours and further reviewing admission ticket prices and workshop events. The Museum will continue to seek private funding from collectors and supporters the world over.

The Museum holds reserves as at 31/12/2023 of £249,720 (2022: £329,101). Included in the Museum reserves as at year end is a restricted amount of £12,261 to be used solely for the Trafalgar Street Regeneration Project.

The trustees do not consider that the Museum faces any risk as a going concern.

**Structure, Governance and Management**

Description of charity’s trusts:	
Type of governing document	Trust deed, Memorandum and Articles of Association
How is the charity constituted?	Limited company
Trustee selection methods	Trustees are selected through proposal and agreement by the chairman and trustees

**The charity’s organisational structure and any wider network with which the charity works**

The Museum is a full member of the Sussex Museums Group which includes over 45 private and local authority museums in East and West Sussex. The Museum is also a member of AIM, the Association of Independent Museums.

As an accredited museum, the Museum keeps up to date with Accreditation requirements, submitting the Accreditation Return to Arts Council England when required.

The Museum is closely linked to and benefits from the Littledale-Brough Trust which holds about 11,000 objects owned by or permanently loaned to the Littledale-Brough Trust representing approximately 75% of the objects currently available to the Museum. Christopher Littledale who founded the Trust with Derek Brough is also the founder of the Museum and is currently both Director of the Museum and Chairman of the Littledale-Brough Trust. Many of the other trustees of the Museum are also trustees of the Littledale-Brough Trust.

The Museum is also closely linked to the Peter Dunk Memorial Trust, a company that was set up in 2022 with a bequest of money from Peter Dunk, with the stipulation that it be used as a collections fund for the museum. Five of the Directors of the Peter Dunk Memorial Trust are also Trustees of the Brighton Toy and Model Museum.

### **Reference and Administrative details**

Charity name	Brighton Toy and Model Museum
Other name the charity uses	
Registered charity number	1001560
Charity's principal address	52-55 Trafalgar Street Brighton East Sussex BN1 4EB

### **Names of the charity trustees who manage the charity, and are also directors of the company**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christopher Littledale	Founder/Director		
2	Victor Michel	Chairman		
3	Alan Pett	Trustee		
4	Hugo Marsh	Trustee		
5	Anthony Capo-Bianco	Trustee		
6	Peter Bryant	Trustee		
7	Neil Bennett	Trustee		
8	Lord Faulkner of Worcester	Trustee		
9	Glenn Butler	Trustee		
10	Nicholas Oddy	Trustee		

### **Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own asset	N/A

**Exemptions from disclosure**

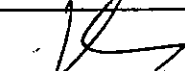
Reason for non-disclosure of key personnel details

**Other optional information**

**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	VICTOR MICHEL	
Position (e.g. Secretary, Chair, etc)	Chair	

Date 21-03-24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Brighton Toy and Model Museum

**On accounts for the  
year ended**

31/12/2023

**Charity no (if any)**

1001560

**Set out on pages**

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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

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

**Independent examiner's  
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*M. J. Macauley*

**Date:**

21/03/24

**Name:**

M. J. MACAULEY

**Relevant professional  
qualification(s) or  
body (if any):**

INSTITUTE OF CHARTERED ACCOUNTANTS  
ICAEW

**Address:**

8 LLOYD ROAD
HOVE
SUSSEX

BN36NL.

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

# BRIGHTON TOY AND MODEL MUSEUM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	52,360	11,983	64,343	63,703
Activities for generating funds	3	17,014	3,894	20,908	16,720
<b>Incoming resources from charitable activities</b>		123,471	850	124,321	101,137
<b>Total incoming resources</b>		<b>192,845</b>	<b>16,727</b>	<b>209,572</b>	<b>181,560</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	12,318	273	12,591	9,166
Fundraising trading: costs of goods sold	3, 4	7,051	700	7,751	5,538
<b>Charitable activities</b>	4	135,018	95,922	230,940	121,104
<b>Governance costs</b>	4	36,852	819	37,671	27,923
<b>Total resources expended</b>		<b>191,239</b>	<b>97,714</b>	<b>288,953</b>	<b>163,731</b>
<b>Net incoming resources for the year/ Net movement in funds</b>		<b>1,606</b>	<b>(80,987)</b>	<b>(79,381)</b>	<b>17,829</b>
Fund balances at 1 January 2023		235,853	93,248	329,101	311,272
<b>Fund balances at 31 December 2023</b>		<b>237,459</b>	<b>12,261</b>	<b>249,720</b>	<b>329,101</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRIGHTON TOY AND MODEL MUSEUM

## BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		13,859		17,849
<b>Current assets</b>					
Stocks		7077		7,976	
Cash at bank and in hand		233,017		285,033	
Debtors	8	<u>7,304</u>		<u>23,951</u>	
		247,398		316,960	
Creditors: amounts falling due within one year	9	<u>(11,537)</u>		<u>(5,708)</u>	
<b>Net current assets</b>			<u>235,861</u>		<u>311,252</u>
<b>Total assets less current liabilities</b>			<u>249,720</u>		<u>329,101</u>
Creditors: amounts falling due after one year			<u>( - )</u>		<u>( - )</u>
<b>Total assets/(liabilities)</b>			<u>249,720</u>		<u>329,101</u>
<b>Income Funds</b>					
Unrestricted funds	12		237,459		235,853
Restricted funds	12		12,261		93,248
<b>Total Funds</b>			<u>249,720</u>		<u>329,101</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (Effective April 2008).

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2023. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 21 March 2024 and were signed on its behalf by:



CRC Littledale - Director

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 1. Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### 1.2 Incoming resources

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Activities for generating funds represent income from sales of goods and are recognised when receivable.

Income from charitable activities is accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

##### 1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading within the museum's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and strategic requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

##### 1.4 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows.

Short leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance

##### 1.5 Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 2. Voluntary income

	Unrestricted Funds £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and grants	<u>52,360</u>	<u>11,983</u>	<u>64,343</u>	63,703
<b>Donations and grants</b>				
Unrestricted funds:				
Donations and grants			<u>52,360</u>	<u>55,180</u>
Restricted funds				
Donations (<£5,000)			<u>10,451</u>	<u>8,523</u>

#### 3. Activities for generating funds

	Unrestricted Funds £	Restricted funds £	Total 2023 £	Total 2022 £
Activities for generating funds	17,014	3,894	20,908	16,720
Fundraising trading: costs of goods sold	<u>(7,051)</u>	<u>(700)</u>	<u>(7,751)</u>	<u>(5,538)</u>
Net Activities for generating funds	<u>9,963</u>	<u>3,194</u>	<u>13,157</u>	<u>11,182</u>

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****4. Total resources expended**

	Staff costs £	Depreciation £	Premises £	Projects £	Other costs £	Total 2023 £	Total 2022 £
<b>Costs of generating funds</b>							
Costs of generating voluntary income	10,382	-	-	-	2,209	12,591	9,166
Fundraising trading: costs of goods sold	1,038	-	1,308	673	4,732	7,751	5,538
	11,420	-	1,308	673	6,941	20,342	14,704
<b>Charitable activities</b>							
Museum facility	57,002	3,990	36,557	19,101	105,643	222,293	115,113
Education	5,937	-	-	2,710	-	8,647	5,991
<b>Governance</b>	31,145	-	-	-	6,526	37,671	27,923
	105,504	3,990	37,865	22,484	119,110	288,953	163,731

**5. Net Incoming Resources for the Year****This is stated after charging:**

	2023 £	2022 £
Depreciation	3,990	4,530
Auditor's remuneration	-	-

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 6. Employees

##### Number of employees

The average monthly number of employees during the year was:

2023 Number	2022 Number
4	4

##### Employment costs

	2023 £	2022 £
Wages and salaries	98,355	77,437
Social security costs	3,225	108
Pension costs	1,963	1,358
	<u>103,543</u>	<u>78,903</u>

Pension contributions are made under a defined contribution scheme.

#### 7. Tangible Fixed Assets

	Leasehold £	Plant and machinery £	Fixtures and fittings £	Total £
<b>COST</b>				
At 1 January 2023	10,516	13,040	42,681	66,237
Additions in the year	-	-	-	-
And 31 December 2023	<u>10,516</u>	<u>13,040</u>	<u>42,681</u>	<u>66,237</u>
<b>DEPRECIATION</b>				
At 1 January 2023	7,509	10,401	30,478	48,388
Charge for year	<u>1,503</u>	<u>656</u>	<u>1,831</u>	<u>3,990</u>
At 31 December 2023	<u>9,012</u>	<u>11,057</u>	<u>32,309</u>	<u>52,378</u>
<b>NET BOOK VALUE</b>				
At 31 December 2023	<u>1,504</u>	<u>1,983</u>	<u>10,372</u>	<u>13,859</u>
At 31 December 2022	<u>3,007</u>	<u>2,639</u>	<u>12,203</u>	<u>17,849</u>

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 8. Debtors

	2023	2022
	£	£
Other debtors	2,313	23,414
Accrued income	4,991	537
	<u>7,304</u>	<u>23,951</u>

#### 9. Creditors: amounts falling due within one year

	2023	2022
	£	£
Other Creditors and accruals	9,628	4,765
Prepaid income	1,909	943
	<u>11,537</u>	<u>5,708</u>

#### 10. Transactions with related parties

As at 31 December 2023 an amount of £nil was owed to the charity by Littledale Brough Trust (2022: £18,077).

Small amounts (<£700 each) have been donated to the charity by 4 trustees during the year for the purpose of funding salary costs and to fund conservation works on items in the collection.

During the year a trustee received payments totalling £4,750 for specialised conservation work on exhibits and items in the collection.

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 11. Movements in Funds

The income funds of the charity include a number of restricted funds, comprising the following balances of donations held for a specific purpose

Restricted funds	Balance at 1 January 2023 £	Incoming resources £	Outgoing resources £	Balance at 31 December 2023 £
Management Fund	-	2,729	2,729	-
Trafalgar Street Project	4,247	12,466	4,452	12,261
Peter Dunk Fund	89,001	55	89,056	-
First Steps Grant	-	1,477	1,477	-

#### Purposes of Restricted funds

##### Management Fund

Trustees and other individuals closely associated with the charity donated money to the Management fund, which was set up in 2009 to help pay the salary of the Museum Manager.

##### Trafalgar Street Project

The Museum received donations as well as income from a fundraising event to be used specifically for the Trafalgar Street Regeneration Project, a project led by the Museum to regenerate the underpass from the station to act as a gateway to the North Laines. In addition, the museum has designed specific retail stock items for sale and sponsorship with proceeds to go to the Trafalgar Street Project. This project is still ongoing.

##### Peter Dunk Fund

The Museum received a bequest of £89,001 in 2021 to be used specifically to set up a separate museum collection fund. This money was transferred out in 2023 to the Peter Dunk Memorial Trust, and some of the funds were used to purchase a locomotive for display in the Museum.

##### First Steps Grant

The Museum received a grant from Art Fund during the year specifically to pay the salary of a documentation intern and supplies needed for the Museum's documentation project from November 2023 to February 2024.

#### 12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	13,859	-	13,859
Current assets	233,677	13,721	247,398
Creditors: amounts falling due within one year	(10,077)	(1,460)	(11,537)
Creditors: amounts falling due after one year	-	-	-
	<u>237,459</u>	<u>12,261</u>	<u>249,720</u>

**BRIGHTON TOY AND MODEL MUSEUM**

England & Wales - Charity number 1001560

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# Accounts

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Charity Registration No. 1001560

Company Registration No. 02564153 (England and Wales)

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 December 2022  
for  
Brighton Toy and Model Museum

# BRIGHTON TOY AND MODEL MUSEUM

## LEGAL AND ADMINISTRATIVE INFORMATION

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**The Directors of the Company who were in office during the year and up to the date of signing the financial statements were:**

**Directors** Christopher Littledale  
Victor Michel (chairman)  
Anthony Capo-Bianco  
Alan Pett  
Hugo Marsh  
Peter Bryant  
Neil Bennett  
Lord Faulkner of Worcester (appointed 21 October 2022)  
Glenn Butler  
Nicholas Oddy

**Trustees** Christopher Littledale  
Anthony Capo-Bianco  
Alan Pett  
Victor Michel (chairman)  
Hugo Marsh  
Peter Bryant  
Neil Bennett  
Lord Faulkner of Worcester  
Glenn Butler  
Nicholas Oddy

**Secretary** Neil Bennett

**Charity number** 1001560

**Company number** 02564153

**Principal address** 52-55 Trafalgar Street  
Brighton  
East Sussex  
BN1 4EB

**Accountants** John Tuffin & Co  
12/13 Ship Street  
Brighton  
East Sussex  
BN1 1AD

# BRIGHTON TOY AND MODEL MUSEUM

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# **Trustees' Annual Report for the period**

**From 01/01/2022 to 31/12/2022**

**Charity name: Brighton Toy & Model Museum**

**Charity registration number: 1001560**

## **Objectives and Activities**

### **Objectives of the Charity**

Brighton Toy and Model Museum exhibits, preserves and cares for important models and toys from the last three centuries. It makes them available for viewing by schools and the public, inspiring and educating people of all ages.

### **Main activities of the Charity in relation to those purposes for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Museum cares for about 15,000 objects, of which approximately two-thirds are on display. It holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust (Collections Trust) on permanent long-term loan to the Museum. These comprise Railway, aircraft, ships, road vehicles, dolls' houses & furniture, puppets, construction sets, Meccano, lead figures, models, kitchen stoves and accessories. The Museum also displays and cares for collections of significant international importance which are on long-term loan to the Museum. It makes them accessible to the public whilst ensuring their care and preservation in accordance with museum accreditation standards of SPECTRUM.

The Director of the Museum performs specialist conservation and restoration work on the significant models in the collection ensuring their preservation and enhancing their display. In addition, the Museum follows good environmental control monitoring and procedures in accordance with Museum accreditation standards.

The Museum is open to the public for five days a week, including Saturdays, throughout the year. It also opens occasionally on Sundays for public workshops and events and often on Mondays for large school groups and tours. It is accessible for wheelchair users and welcomes people with varying social or physical needs. It offers trails, quizzes and guided tours to help inform and inspire visitors. Quizzes and trails for younger visitors are available in French, Italian, Spanish and German as well as English encouraging foreign visitors to engage more closely with objects on display. A professional guidebook with high quality images is available to buy and provides visitors with a great souvenir of their visit.

The Museum provides a varied school programme to fit in with the School Curriculum. The Museum welcomes visits from schools all over Southern England as well as from further afield and also international groups or schools. It participates in outreach to schools to bring knowledge of the museum objects to schools and greater numbers of school children.

Public family workshops and other community events are offered by the Museum to inspire visitors and increase awareness and access of the collections and the Museum. It also offers outreach sessions to nursing homes.

### **Policy on social investment including programme related investment**

The Museum involves itself to a high degree with other agencies to improve the streetscape and museum entrance. It forms part of Visit Brighton, run by Brighton City Council to provide tourist information, and encourage the development of a Cultural route from Brighton railway station to the Royal Pavilion. The Museum is also leading on the Trafalgar Street Project, a project to regenerate Trafalgar Street, improving visitors' first impression of Brighton, encouraging people from Brighton station to access the North Laine area supporting local independent traders in our community.

### **Contribution made by volunteers**

The Museum relies on volunteers to help run the museum and ensure that it opens 37 hours a week. Volunteers work on a variety of jobs such as the till, marketing, assisting with public events and shop sales. In addition, some volunteers work on specific museum projects such as collections management work, object research and display projects. During the year there were 23 volunteers in the Museum made up of volunteers, students looking for work experience and people working part-time looking for jobs in the sector. Eleven of these were new volunteers showing that the Museum is returning to pre-covid levels in terms of attracting and retaining its volunteers. Brexit however continues to impact on our offer of internships to European students due to the prohibitive costs involved in sponsoring the interns.

The Museum works with several organisations to attract new volunteers which includes the Job Centre and Universities.

### **Sponsors**

The Museum has several sponsors who contribute financially or with services to help the museum.

## **Achievements and Performance**

### **Visitor admissions and public engagement**

The museum performed strongly during 2022, the first year where it remained open all year since 2019 with no Covid restrictions. Visitor numbers (excluding school groups) totalled 14,000 during the year compared to 8,000 in 2021 when the museum was closed for 5 months. This exceeded budget and the previous highest numbers of admissions of 12,500 recorded in 2019, suggesting that the museum continues to be seen as a very engaging place to visit to. The museum achieved record numbers of visitors across all categories (families, adults, OAPS and children/students) in April, and the months between August and December. Whereas in previous years, the Museum closed from mid-December until the start of January, it remained open throughout December, and as a result almost tripled its normal visitor numbers for that month. Adults and family members make up 70% of the annual visitor numbers, in keeping with previous years, and OAPs and children comprise 15% each.

### **Additional Events and Activities in the museum.**

The Museum was busy with events spread out throughout the year.

There were two train running days during the year, in March and October 2022 attracting a record number of visitors.

During Brighton Fringe the Museum was used as a venue over several days by three different acts. It was also used for an after-conference venue for GTR delegates and by Sofar sounds for a music event. The Aging Well festival hosted their post festival organisers party at the

museum. Over the course of two days it was also a location for Voices of Motherhood promenading performance visiting different venues throughout the city.

The Museum ran a Santa's Grotto over two days before Christmas which proved a very popular event with families.

The Museum was venue for 'Cocktails and Canapes' fundraising event organised by BITE Sussex to raise funds towards the Trafalgar Street Regeneration Project.

A number of tours were given throughout the year, raising the profile of the museum amongst different audiences. These ranged from members of Brighton Chamber of Commerce, to groups of train enthusiasts arranged by Inside Track, who return annually for a tour of the collection. Surrey and East and West Sussex (SEWS) museums group came for a tour after their conference. Brighton University brought two groups of International students studying British culture at Brighton University. Bonny Holland (Heygo) and the Museum General Manager, Jan Etches did four tours which were live-streamed to audiences from different countries around the world.

### **Public Engagement**

The museum took part in the national Heritage Open Days event with both tours being sold out. It was also part of the national Engineering Open House event and participated in the Aging Well Festival.

The Museum also gave tours to three groups of asylum seekers, studying ESOL at Brighton MET college. Groups from Limitless Travel, a travel firm for people with disabilities, visited three times. The museum ran relaxed early opening once a month for SEND families that proved popular. It also has a weekly volunteer from Hamilton Lodge for deaf students.

The Museum support various women's groups including Voices in Exile as well as The Network of International Women for Brighton and Hove, which seek to integrate refugee women and their families into the local community. The Museum seeks to welcome these groups by providing free access to the museum.

Chris Littledale and Jan Etches gave a tour to the Archbishop of Selsey, representing Brighton and Hove Racial Harassment Forum, showing the Museum's progress in recognising the need to address issues of difference and diversity within the collections. As a result Jan participates in the Brighton and Hove Racial Forum, representing the Museum.

The museum organised the first free open afternoon for North Laine Residents and plays a lead role in the Trafalgar Street Project, involving local traders and residents in the area.

The Mayor of Brighton and Hove visited the museum and Trafalgar Street to acknowledge the work carried out from the EU Welcome Back Fund.

### **Media and Television**

During the year, the Museum and Chris featured in a significant number of television and media appearances. Both Salvage Hunters and Celebrity Antiques Road trip filmed in the museum and interviewed Chris. He was featured on BBC Sussex News and BBC Radio Sussex to promote the Dinky exhibition. The General Manager Jan Etches was also interviewed on BBC Radio Sussex twice. In addition the museum featured in the Argus newspaper most months throughout the year.

## **Exhibitions**

In July 2022 the museum unveiled an exhibition of 400 pre-war Dinky vehicles on loan from David Hatley, curated by Gordon Hall and Eric Baird.

## **Education Programme**

The Education programme proved popular during 2022 with 34 schools booking either an education session in the Museum or an outreach visit from the Education Officer. In total 1158 school children from 26 schools accompanied by 182 support staff visited the museum, and 672 children from eight schools were visited by outreach. Whilst most schools were based in East and West Sussex, some schools came from as far as Surrey and Kent. The location of Schools making a visit to the Museum/Outreach Venues comprised:

Brighton area – 8

West Sussex - 9

East Sussex – 13

Surrey – 2

Kent - 2

## **2022 updates and improvements**

- **January – March**
  - **Spot-On Collection** rotated off display pending the creation of a new display space
  - Area 22 renovated, waterproofed, clad and repainted (Jan-March)
- **March – May**
  - Hatley Collection of early prewar Dinky Toys sorted and prepared for display
- **June**
  - upgrade of the **postwar Dinky Toys display**
- **July**
  - Hatley **1930s Dinky Toys Collection** finally on display!
- **August**
  - Donated **Triang dollhouse No.65** now on display (1960s)
- **September**
  - Donated **Ubilda Tower Bridge** now on display
- **November**
  - updated “minifigure trail” children’s activity
- **December**
  - Seasonal snowy **Lego** display

## **Acquisitions and Display**

During 2022 The Collections Trust (Littledale Brough Trust) acquired the following objects for display:

Basset-Lowke O gauge Black Five

The Collections Trust also received a Brighton Schools Class Loco plate from the estate of Mr Roger Bamber (deceased).

### **Maintenance projects**

Remedial work took place during 2022 on a continuing basis due to water ingress between 2 of the large railway layouts and needed lateral drainage gutters and changing of structures to keep exhibits safe.

On the outside of the building the Museum was involved in ongoing treatment and overpainting to unsightly graffiti involving many hours of work and supply of suitable paint. The problem of this type of vandalism continues to date.

### **Museum management**

In April 2022 the Museum recruited a full-time Assistant Manager, adding to the two existing full-time salaried staff of a General Manager and a Digital Manager. This meant that the Museum was fully staffed for the first time in two years.

During the year the museum replaced obsolete and inefficient IT with new monitors and computers for all staff, providing computer infrastructure that can fulfil the requirements of museum management and specific museum projects such as documentation.

### **Accreditation and Collections work**

The Museum continues to maintain its accredited status and staff work hard to clear backlogs in documentation and ensure cataloguing information is kept up to date. Staff work tirelessly to respond to public enquiries and to enhance the quality of displays and interpretation. Our online information database continues to grow enhancing the Museum's global reputation, encouraging visitors and enhancing the Museum's educational outreach.

## **Financial Review**

### **Review of the Charity's financial position at the end of the period**

The Museum continues to maintain a strong financial position and in 2022 it recorded a profit for the year of £17,829.

The Museum attracted record number of visitors during the year resulting in admissions income of £67k compared to £61k in 2019, the last full year pre-covid. Gift aid claimed on admissions amounted to £6k and provides a valuable additional source of funds. Other museum-related income streams represent 20% of total income, similar to pre-covid years. The Museum continued to receive and rely on generous donations and sponsorship during the year.

Most museum expenditure relates to staffing costs, rent and specific museum project costs. Other operating costs were well-controlled.

### **The Charity's principal sources of funds**

The Museum's principal sources of funds normally comprise visitor admission fees, retail sales in the museum shop, income from events as well as donations and sponsorship. A major benefactor continues to give his full support to the Museum, its paid staff, and museum projects. The Museum claims gift aid on gift-aided admissions and donations as appropriate which also brings in important income.

### **The policy for holding reserves**

The Museum maintains a healthy balance in reserves in order to ensure its financial sustainability. In the event of a significant drop in funding, it will become necessary to secure

more private and commercial sponsors and make changes to the Museum's activities including extending the museum's public opening hours and further reviewing admission ticket prices and workshop events. The Museum will continue to seek private funding from collectors and supporters the world over.

The Museum holds reserves as at 31/12/2022 of £329,101 (2021: £311,272). Included in the Museum reserves as at year end is a restricted amount of £89,001 given as a bequest by Peter Dunk in 2021 with the specified purpose of setting up a separate collections fund. The Peter Dunk Memorial Trust was set up as a separate private limited company in 2022 and at the date of this report, this money has now been transferred from the Museum into this company.

The trustees do not consider that the Museum faces any risk as a going concern.

## **Structure, Governance and Management**

Description of charity's trusts:	
Type of governing document	Trust deed, Memorandum and Articles of Association
How is the charity constituted?	Limited company
Trustee selection methods	Trustees are selected through proposal and agreement by the chairman and trustees

### **The charity's organisational structure and any wider network with which the charity works**

The Museum is a full member of the Sussex Museums Group which includes over 45 private and local authority museums in East and West Sussex. The Museum is also a member of AIM, the Association of Independent Museums.

As an accredited museum, the Museum keeps up to date with Accreditation requirements, submitting the Accreditation Return to Arts Council England when required.

The Museum is closely linked to and benefits from the Littledale-Brough Trust which holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust representing approximately 40% of the objects currently available to the Museum. Christopher Littledale who founded the Trust with Derek Brough is also the founder of the Museum and is currently both Director of the Museum and Chairman of the Littledale-Brough Trust. Many of the other trustees of the Museum are also trustees of the Littledale-Brough Trust.

## **Reference and Administrative details**

Charity name	Brighton Toy and Model Museum
Other name the charity uses	
Registered charity number	1001560
Charity's principal address	52-55 Trafalgar Street Brighton East Sussex BN1 4EB

**Names of the charity trustees who manage the charity, and are also directors of the company**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christopher Littledale	Founder/Director		
2	Victor Michel	Chairman		
3	Alan Pett	Trustee		
4	Hugo Marsh	Trustee		
5	Anthony Capo-Bianco	Trustee		
6	Peter Bryant	Trustee		
7	Neil Bennett	Trustee		
8	Lord Faulkner of Worcester	Trustee		
9	Glenn Butler	Trustee		
10	Nicholas Oddy	Trustee		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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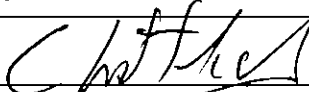
**Other optional information**

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**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CHRISTOPHER RICHARD CYRIL LITTLEDALE	
Position (e.g. Secretary, Chair, etc)	FOUNDER / DIRECTOR	
Date	7/9/2023	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Brighton Toy and Model Museum

On accounts for the  
year ended

31/12/2022

Charity no (if any)

1001560

Set out on pages

13-20

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the  
above charity ("the Trust") for the year ended

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

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

Independent examiner's  
statement

I have completed my examination. I confirm that no material matters  
have come to my attention in connection with the examination which  
gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with  
section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements  
concerning the form and content of accounts set out in the  
Charities (Accounts and Reports) Regulations 2008 other than  
any requirement that the accounts give a 'true and fair' view  
which is not a matter considered as part of an independent  
examination.

I have no concerns and have come across no other matters in  
connection with the examination to which attention should be  
drawn in this report in order to enable a proper understanding of  
the accounts to be reached.

Signed:

*Martina Macauley*

Date:

7/9/2023

Name:

MARTINA MACAULEY

Relevant professional  
qualification(s) or  
body (if any):

INSTITUTE OF CHARTERED ACCOUNTANTS IN  
ENGLAND & WALES (ICAEW)

Address:

8 LLOYD ROAD, HOVE, EAST SUSSEX,  
BN3 6NL

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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# BRIGHTON TOY AND MODEL MUSEUM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	55,180	8,523	63,703	174,575
Activities for generating funds	3	16,486	234	16,720	9,094
<b>Incoming resources from charitable activities</b>					
		99,862	1,275	101,137	61,511
<b>Total incoming resources</b>		<b>171,528</b>	<b>10,032</b>	<b>181,560</b>	<b>245,180</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	8,894	272	9,166	7,861
Fundraising trading: costs of goods sold	3, 4	5,417	121	5,538	3,938
<b>Charitable activities</b>					
	4	114,685	6,419	121,104	95,858
<b>Governance costs</b>					
	4	27,106	817	27,923	24,014
<b>Total resources expended</b>		<b>156,102</b>	<b>7,629</b>	<b>163,731</b>	<b>131,671</b>
<b>Net incoming resources for the year/ Net movement in funds</b>		<b>15,426</b>	<b>2,403</b>	<b>17,829</b>	<b>113,509</b>
Fund balances at 1 January 2022		311,272	-	311,272	197,763
<b>Fund balances at 31 December 2022</b>		<b>326,698</b>	<b>2,403</b>	<b>329,101</b>	<b>311,272</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRIGHTON TOY AND MODEL MUSEUM

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		17,849		22,379
<b>Current assets</b>					
Stocks		7,976		3,058	
Cash at bank and in hand		285,033		276,158	
Debtors	8	<u>23,951</u>		<u>22,000</u>	
		316,960		301,216	
Creditors: amounts falling due within one year	9	<u>(5,708)</u>		<u>(12,323)</u>	
<b>Net current assets</b>			<u>311,252</u>		<u>288,893</u>
<b>Total assets less current liabilities</b>			<u>329,101</u>		<u>311,272</u>
Creditors: amounts falling due after one year			<u>( - )</u>		<u>( - )</u>
<b>Total assets/(liabilities)</b>			<u>329,101</u>		<u>311,272</u>
<b>Income Funds</b>					
Unrestricted funds	12		235,853		220,427
Restricted funds	12		93,248		90,845
<b>Total Funds</b>			<u>329,101</u>		<u>311,272</u>

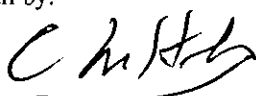
The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (Effective April 2008).

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

### Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees on 7 September 2023 and were signed on its behalf by:



CRC Little Dale - Director

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 1. Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### 1.2 Incoming resources

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Activities for generating funds represent income from sales of goods and are recognised when receivable.

Income from charitable activities is accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

##### 1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading within the museum's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and strategic requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

##### 1.4 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows.

Short leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance

##### 1.5 Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022**

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**2. Voluntary income**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Donations and grants	<u>55,180</u>	<u>8,523</u>	<u>63,703</u>	<u>174,575</u>
<b>Donations and grants</b>				
Unrestricted funds:				
Donations and grants			<u>55,180</u>	<u>73,195</u>
Restricted funds				
Donations (<£5,000)			<u>8,523</u>	<u>8,893</u>

**1. Activities for generating funds**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Activities for generating funds	16,486	234	16,720	9,094
Fundraising trading: costs of goods sold	<u>(5,417)</u>	<u>(121)</u>	<u>(5,538)</u>	<u>(3,938)</u>
Net Activities for generating funds	<u>11,069</u>	<u>113</u>	<u>11,182</u>	<u>5,156</u>

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 4. Total resources expended

	Staff costs £	Depreciation £	Premises £	Projects £	Other costs £	Total 2022 £	Total 2021 £
<b>Costs of generating funds</b>							
Costs of generating voluntary income	7,291	-	-	-	1,875	<b>9,166</b>	7,861
Fundraising trading: costs of goods sold	729	-	1,169	94	3,546	<b>5,538</b>	3,938
						<b>14,704</b>	11,799
<b>Charitable activities</b>							
Museum facility	43,018	4,530	32,625	19,500	15,440	<b>115,113</b>	94,456
Education	5,991	-	-	-	-	<b>5,991</b>	1,402
<b>Governance</b>	<b>21,874</b>	-	-	-	6,049	<b>27,923</b>	24,014
	<b>78,903</b>	<b>4,530</b>	<b>33,794</b>	<b>19,594</b>	<b>26,910</b>	<b>163,731</b>	<b>131,671</b>

#### 5. Net Incoming Resources for the Year

This is stated after charging:

	2022 £	2021 £
<b>Depreciation</b>	<b>4,530</b>	4,744
<b>Auditor's remuneration</b>	-	-

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 6. Employees

##### Number of employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
4	3

##### Employment costs

	2022 £	2021 £
Wages and salaries	77,437	52,751
Social security costs	108	100
Pension costs	1,358	690
	<u>78,903</u>	<u>53,541</u>

Pension contributions are made under a defined contribution scheme.

#### 7. Tangible Fixed Assets

	Leasehold £	Plant and machinery £	Fixtures and fittings £	Total £
<b>COST</b>				
At 1 January 2022	10,516	13,040	42,681	66,237
Additions in the year And 31 December 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>10,516</u>	<u>13,040</u>	<u>42,681</u>	<u>66,237</u>
<b>DEPRECIATION</b>				
At 1 January 2022	6,006	9,527	28,325	43,858
Charge for year	<u>1,503</u>	<u>874</u>	<u>2,153</u>	<u>4,530</u>
At 31 December 2022	<u>7,509</u>	<u>10,401</u>	<u>30,478</u>	<u>48,388</u>
<b>NET BOOK VALUE</b>				
At 31 December 2022	3,007	2,639	12,203	17,849
At 31 December 2021	<u>4,510</u>	<u>3,513</u>	<u>14,356</u>	<u>22,379</u>

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 8. Debtors

	2022	2021
	£	£
Other debtors	23,414	22,000
Prepayments	537	-
	<u>23,951</u>	<u>22,000</u>

#### 9. Creditors: amounts falling due within one year

	2022	2021
	£	£
Other Creditors and accruals	4,765	11,652
Prepaid income	943	671
	<u>5,708</u>	<u>12,323</u>

#### 10. Transactions with related parties

As at 31 December 2022 an amount of £18,077 was owed to the charity by Littledale Brough Trust (2021: £16,760).

Small amounts (<£540 each) have been donated to the charity by 4 trustees during the year for the purpose of funding salary costs and to fund conservation works on items in the collection.

During the year a trustee received payments totalling £7,140 for specialised conservation work on exhibits and items in the collection.

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 11. Movements in Funds

The income funds of the charity include a number of restricted funds, comprising the following balances of donations held for a specific purpose

Restricted funds	Balance at 1 January 2022 £	Incoming resources £	Outgoing resources £	Balance at 31 December 2022 £
Management Fund	-	2,722	2,722	-
Trafalgar Street Project	1,844	7,310	4,907	4,247
Peter Dunk Fund	89,001	-	-	89,001

#### Purposes of Restricted funds

##### Management Fund

Trustees and other individuals closely associated with the charity donated money to the Management fund, which was set up in 2009 specifically to help pay the salary of the Museum Manager.

##### Trafalgar Street Project

The Museum received donations as well as income from a fundraising event to be used specifically for the Trafalgar Street Regeneration Project, a project led by the Museum to regenerate the underpass from the station to act as a gateway to the North Laines. In addition, the museum has designed specific retail stock items for sale and sponsorship with proceeds to go to the Trafalgar Street Project. This project is still ongoing.

##### Peter Dunk Fund

The Museum received a bequest of £89,001 in 2021 to be used specifically to set up a separate museum collection fund.

#### 12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	17,849	-	17,849
Current assets	223,712	93,248	316,960
Creditors: amounts falling due within one year	(5,708)	-	(5,708)
Creditors: amounts falling due after one year	-	-	-
	<u>235,853</u>	<u>93,248</u>	<u>329,101</u>

#### 13. Exhibits

The museum is neither owner nor beneficial owner of any of the collections housed in the museum.

**BRIGHTON TOY AND MODEL MUSEUM**

England & Wales - Charity number 1001560

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# Accounts

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**Charity Registration No. 1001560**

**Company Registration No. 02564153 (England and Wales)**

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 December 2021  
for  
Brighton Toy and Model Museum

## **BRIGHTON TOY AND MODEL MUSEUM**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

---

**The Directors of the Company who were in office during the year and up to the date of signing the financial statements were:**

<b>Directors</b>	Christopher Littledale Victor Michel (chairman) Anthony Capo-Bianco Alan Pett Hugo Marsh Peter Bryant Neil Bennett Glenn Butler Nicholas Oddy
<b>Trustees</b>	Christopher Littledale Anthony Capo-Bianco Alan Pett Victor Michel (chairman) Hugo Marsh Peter Bryant Neil Bennett Lord Faulkner of Worcester Glenn Butler Nicholas Oddy
<b>Secretary</b>	Neil Bennett
<b>Charity number</b>	1001560
<b>Company number</b>	02564153
<b>Principal address</b>	52-55 Trafalgar Street Brighton East Sussex BN1 4EB
<b>Accountants</b>	John Tuffin & Co 12/13 Ship Street Brighton East Sussex BN1 1AD

# **BRIGHTON TOY AND MODEL MUSEUM**

## **CONTENTS**

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Trustees' Annual Report (TAR)	3 -10
Independent Examiner's Report	11-12
Statement of financial activities	13
Balance Sheet	14
Notes to the accounts	15-20

# **Trustees' Annual Report for the period**

**From 01/01/2021 to 31/12/2021**

**Charity name: Brighton Toy & Model Museum**

**Charity registration number: 1001560**

## **Objectives and Activities**

### **Objectives of the Charity**

Brighton Toy and Model Museum exhibits, preserves and cares for important models and toys from the last three centuries. It makes them available for viewing by schools and the public, inspiring and educating people of all ages.

### **Main activities of the Charity in relation to those purposes for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Museum cares for about 15,000 objects, of which approximately two-thirds are on display. It holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust (Collections Trust) on permanent long-term loan to the Museum. These comprise Railway, aircraft, ships, road vehicles, dolls' houses & furniture, puppets, construction sets, Meccano, lead figures, models, kitchen stoves and accessories. The Museum also displays and cares for collections of significant international importance which are on long-term loan to the Museum. It makes them accessible to the public whilst ensuring their care and preservation in accordance with museum accreditation standards of SPECTRUM.

The Director of the Museum performs specialist conservation and restoration work on the significant models in the collection ensuring their preservation and enhancing their display. In addition, the Museum follows good environmental control monitoring and procedures in accordance with Museum accreditation standards.

The Museum is open to the public for five days a week, including Saturdays, throughout the year. It also opens occasionally on Sundays for public workshops and events and often on Mondays for large school groups and tours. It is accessible for wheelchair users and welcomes people with varying social or physical needs. It offers trails, quizzes and guided tours to help inform and inspire visitors. Quizzes and trails for younger visitors are available in French, Italian, Spanish and German as well as English encouraging foreign visitors to engage more closely with objects on display. A professional guidebook with high quality images is available to buy and provides visitors with a great souvenir of their visit.

The Museum provides a varied school programme to fit in with the School Curriculum and also puppet shows to enhance the experience of younger visitors. The Museum welcomes visits from schools all over Southern England as well as from further afield and also international groups or schools. It participates in outreach to bring knowledge of the museum objects to schools and greater numbers of school children.

Public family workshops and other community events are offered by the Museum to inspire visitors and increase awareness and access of the collections and the Museum.

The coronavirus pandemic significantly impacted the Museum's ability to deliver its charitable purposes for a large part of 2020 and also during the first few months of 2021 due to National Lockdowns. The Museum was closed to the public from January to May 2021 but reopened in late May 2021, offering the same high level of service to visitors as before. The school programme and public engagement workshops ceased in March 2020 and only resumed in Autumn 2021.

#### **Policy on social investment including program related investment**

The Museum involves itself to a high degree with other agencies to improve the streetscape and museum entrance. It forms part of Visit Brighton, run by Brighton City Council to provide tourist information, and encourage the development of a Cultural route from Brighton Railway station to the Royal Pavilion.

#### **Contribution made by volunteers**

The Museum relies on volunteers to help run the museum and ensure that it opens 37 hours a week. Volunteers work on a variety of jobs such as the till, marketing, updating the website, assisting with public events and shop sales. In addition, some volunteers work on specific museum projects such as collections management work, object research and display projects. The number of volunteers working in the Museum in 2021 significantly reduced as a result of Covid-19. Brexit has also had an impact on European students applying for internships at the Museum. While the Museum received two applications from French students in 2021, both were withdrawn by the students because their teachers advised against it. During the year there were 19 volunteers in the Museum made up of regular volunteers, students looking for work experience and people working part-time looking for jobs in the sector.

The Museum works with several organisations to attract new volunteers which includes the Job Centre and Universities.

#### **Sponsors**

The Museum has several sponsors who contribute financially or with services to help the museum.

### **Achievements and Performance**

#### **Visitor admissions and public engagement**

The museum was closed due to government restrictions from January until May 18<sup>th</sup> 2021. Once reopened, visitor numbers totalled 8,000 during the year compared to 5,400 in 2020 when the museum was closed for five months over National lockdowns and 12,500 in 2019. Once the Museum reopened in May 2021 the museum performed strongly and had its best admission figures during the months of June, July and August, exceeding previous years, benefitting from restricted overseas travel and people staycationing. Visitor numbers June to December 2021 exceeded targets and the equivalent months in 2019 suggesting that the Museum continued to attract and engage visitors to a high level. As in 2020, visitor demographics have changed from prior years, with a decrease in OAP visitors of 12% for the

seven months June to December 2021 compared to June to December 2019 and an increase in adult visitors of 19% on 2019.

Social distancing and restrictions on the number of people allowed to be inside a confined space impacted on events. However the Museum was able to put on one Train running day in October 2021 attracting a high number of visitors who welcomed the return of this event after none had been run in 2020.

Brighton Fringe was put back a month until June and the museum decided not to program any performances in until the end of June hoping that restrictions would be eased and people would feel more confident socialising. As a result only two performers were accepted, each putting on 3 shows over a 3 day period. Both of these shows were well attended given the reduced capacities.

Children's activities were also still limited so sales of memberships increased. BBC filmed in the museum in October for the programme 'Scouting for Toys' aired on the Yesterday channel.

The museum had to close for a week in November to allow employees to take annual leave due to being short-staffed.

During the year guided tours were given to groups from Inside Track (holiday company specialising in holidays for train enthusiasts), Brighton University (American students studying a British Culture module), Neil's Group (supporting adults with Dementia) and St. John's School (SEND). Throughout the year, Jan Etches has been liaising with Richard Wolfstrome designer and Julia Weeks, Brighton and Hove Tourism Alliance to create colourful wayfaring to improve the appearance of Trafalgar Street to attract visitors back post Covid using EU Regional Development Funding.

### **Education Programme**

Social distancing requirements and restrictions in place after lockdown meant that the School programme could not resume safely until September 2021 for the new academic year.

During the period September to December 2021 twelve schools booked an education session in the Museum or as outreach. In total 214 school children accompanied by 51 support staff visited the museum and 178 children and 14 support staff were visited by outreach. This compared to fifteen schools with 729 children and 137 support staff during the period January to March 2020. The location of Schools making a visit to the Museum/Outreach Venues comprised:

Brighton area – 1  
West Sussex - 6  
East Sussex – 5

### **2021 updates and improvements**

- January
  - Primus Engineering Passenger Coach 254
  - Primus Engineering Station House 302
- February

- The Trix Twin Railway 1939 Flying Scotman presentation set
- Work starts in earnest on replacing the old Ambulance Station display with a new additional display of dollhouse and dollhouse furniture
- March
  - Tri-ang Dollhouse number 77, with lighting and Barton furniture
  - Mettoy Lithographed tinfoil dollhouse, on rotating stand, with lighting and original furniture
  - Kleeware Dollhouse furniture display area
  - IT refit, with all-new new computers for staff and volunteers
- April
  - New Britains Floral Garden display finally completed
  - Achingly rare Meccano Ltd. Dolly Varden dollhouse installed
  - Room-box display of Wells-Brimtoy My Dolly's Kitchen Range
  - All four boxed sets of Dinky Toy Dollhouse Furniture
- May
  - Dol-Toi dollhouse furniture, pristine boxed sets
  - Waddy Productions Builderbit card dollhouse furniture, built and unbuilt sets
  - Hornby Wall display cleaned
  - Large agricultural models moved to lobby
  - Minic ships display moved to Arch Four, near to the main ships cabinet
- June
  - Room-box, Dol-Toi kitchen furniture
- July
  - Mettoy tinfoil dollhouse mounted on a turntable to show front and back, operated by pushbutton
- August
  - Only known surviving example of a ghost-grey 1930s Bassett-Lowke "Silver-series" A4 locomotive, now on central layout
- September
  - Trix TTR Royal Scot presentation set
- October
  - Meccano Electrical Accessory Outfit
  - Mechanics Made Easy set
  - Meccano Mechanised Army anti-aircraft gun
- November
  - Georges Carette, Gauge 1 hand-painted electric continental Tramcar circa 1904
- December
  - Georges Carette, Gauge 1 hand-painted electric continental Tram Trailing Summer-Car circa 1904

### **Acquisitions and Display**

During 2021 The Collections Trust (Littledale Brough Trust) acquired the following objects for display:

Trix '00' gauge electric Flying Scotsman trainset - track, transformer and 3 coaches c1939.

Trix '00' gauge electric Princess trainset - track, transformer and 3 coaches c1939

### **Maintenance projects**

Maintenance work this year revolved around repair work resulting from the water ingress the museum suffered during the winter lockdown between January and April 2021. Whilst the source of the water ingress was being investigated, Gordon Hall had to install channelling to redirect the water away from the collection to buckets. As a result of water damage, the ramp connecting arch 4 to arch 3 had to be rebuilt on one side of the slope and resurfaced on the other side of the layout.

### **Museum management**

During 2021 the Museum was staffed by two full-time salaried staff, comprising the General Manager and a Digital Manager, with the assistance of freelance staff. The third position of Assistant Manager was left unfilled during the year due to the uncertain economic conditions arising from the coronavirus pandemic. As at the date of this report the Museum is now fully staffed with three members of staff, as an Assistant Manager was recruited in April 2022. During January to March 2021, when the Museum was closed, the Digital Manager was placed on furlough.

### **Accreditation and Collections work**

The Museum continues to maintain its accredited status and staff work hard to clear backlogs in documentation and ensure cataloguing information is kept up to date. Apart from the periods when staff were furloughed, they have worked tirelessly to respond to public enquiries and to enhance the quality of displays and interpretation. Our online information database continues to grow enhancing the Museum's global reputation, encouraging visitors and enhancing the Museum's educational outreach.

## **Financial Review**

### **Review of the Charity's financial position at the end of the period**

The Museum continues to maintain a strong financial position and in 2021 it recorded a profit for the year of £113,509.

The National Lockdowns and closure of the Museum for five months had a strong impact on the museum's income streams with admissions income totalling £44k, compared to £60.6k in 2019, a fall of 25%. However this was a significant increase on the 2020 admission figures of £25.8k when the Museum has also been closed for five months and reflected the fact that visitors started returning to normal habits and life. Other museum-related income streams such as education, retail sales and events were approximately 52% lower than 2019 and similar to 2020. However the museum continued to receive generous donations and sponsorships and was also eligible for government grants amounting to £20.7k which helped mitigate the loss in income from closure. The museum's main expenditure normally relates to staffing costs, rent and specific project costs. In 2021, the Museum did not fill the vacant Assistant Manager post which significantly helped save costs and it also benefitted from the HMRC furlough scheme. Other operating costs were well-controlled. During the year, an outstanding disputed debt of £14,582 owed to Network Rail was finally settled and agreed at £5,048 which was paid in June 2021. The amount had been provided for in the 2020 financial statements.

### **The Charity's principal sources of funds**

The Museum's principal sources of funds normally comprise visitor admission fees, retail sales in the museum shop, income from events as well as donations and sponsorship. These were severely impacted by the coronavirus pandemic as the museum was closed under national lockdown for a large part of the year. The museum benefitted from a number of government grants including the Local Restriction Support Grant (closed) and a Restart Grant after Covid restrictions ended. In 2021, the Museum received a significant bequest of money from an individual, known to the trustees, with the wish that the money be used to set up a Museum Collections Fund. In addition a major benefactor continued to give his full support to the Museum, its paid staff, and museum projects. The Museum claims gift aid on gift-aided admissions and donations as appropriate which also brings in important income.

### **The policy for holding reserves**

The Museum maintains a healthy balance in reserves in order to ensure its financial sustainability. In the event of a significant drop in funding, it will become necessary to secure more private and commercial sponsors and make changes to the Museum's activities including extending the museum's public opening hours and further reviewing admission ticket prices and workshop events. The Museum will continue to seek private funding from collectors and supporters the world over.

The Museum holds reserves as at 31/12/2021 of £311,272 (2020: £197,763). Included in the Museum reserves as at year end is an amount of £89,001 given as a bequest for the purpose of setting up a separate collections fund. This money will be transferred from the Museum into the Peter Dunk Memorial Trust in 2022. The trustees do not consider that the Museum faces any risk as a going concern. The museum has managed to mitigate the financial loss due to closure of the museum during COVID in 2020 and in 2021 by taking advantage of grants, rent and utility concessions, the HMRC furlough scheme as well as by the generous support of sponsors and donors.

### **Structure, Governance and Management**

Description of charity's trusts:	
Type of governing document	Trust deed, Memorandum and Articles of Association
How is the charity constituted?	Limited company
Trustee selection methods	Trustees are selected through proposal and agreement by the chairman and trustees

### **The charity's organisational structure and any wider network with which the charity works**

The Museum is a full member of the Sussex Museums Group which includes over 45 private and local authority museums in East and West Sussex. The Museum is also a member of AIM, the Association of Independent Museums.

As an accredited museum, the Museum keeps up to date with Accreditation requirements, submitting the Accreditation Return to Arts Council England when required.

The Museum is closely linked to and benefits from the Littledale-Brough Trust which holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust

representing approximately 40% of the objects currently available to the Museum. Christopher Littledale who founded the Trust with Derek Brough is also the founder of the Museum and is currently both Director of the Museum and Chairman of the Littledale-Brough Trust. Many of the other trustees of the Museum are also trustees of the Littledale-Brough Trust.

### **Reference and Administrative details**

Charity name Brighton Toy and Model Museum  
 Other name the charity uses  
 Registered charity number 1001560  
 Charity's principal address 52-55 Trafalgar Street  
 Brighton  
 East Sussex  
 BN1 4EB

### **Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christopher Littledale	Founder/Director		
2	Victor Michel	Chairman		
3	Alan Pett	Trustee		
4	Hugo Marsh	Trustee		
5	Anthony Capo-Bianco	Trustee		
6	Peter Bryant	Trustee		
7	Neil Bennett	Trustee		
8	Lord Faulkner of Worcester	Trustee		
9	Glenn Butler	Trustee	Appointed 30 August 2021	
10	Nicholas Oddy	Trustee	Appointed 1 December 2021	

Corporate trustees – names of the directors at the date the report was approved

#### **Director name**

Christopher Littledale  
 Anthony Capo-Bianco  
 Victor Michel  
 Alan Pett  
 Hugo Marsh  
 Peter Bryant  
 Neil Bennett

Glenn Butler  
Nicholas Oddy

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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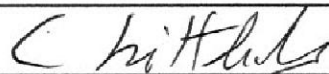
**Other optional information**

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**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CHRISTOPHER RICHARD	CYRIL LITTLEDALE
Position (e.g. Secretary, Chair, etc)	FOUNDER	

Date



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Brighton Toy and Model Museum

**On accounts for  
the year ended**

31/12/2021

**Charity no (if any)**

1001560

**Set out on  
pages**

13 - 20

**Responsibilities  
and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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

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

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*Martina Macauley*

**Date:**

21/10/2022

**Name:**

MARTINA MACAULEY

<b>Name:</b>	
<b>Relevant professional qualification(s) or body (if any):</b>	INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND + WALES (ICAEW).
<b>Address:</b>	8 LLOYD ROAD, HOVE, EAST SUSSEX, BN3 6NL

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**BRIGHTON TOY AND MODEL MUSEUM****STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 31 DECEMBER 2021**

		<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b><u>Incoming resources</u></b>	<b>Notes</b>				
<b>Incoming resources from generated funds</b>					
Voluntary income	2	73,195	101,380	174,575	87,595
Activities for generating funds	3	9,094	-	9,094	8,373
<b>Incoming resources from charitable activities</b>		<b>61,511</b>	<b>-</b>	<b>61,511</b>	<b>44,955</b>
<b>Total incoming resources</b>		<b>143,800</b>	<b>101,380</b>	<b>245,180</b>	<b>140,923</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	7,241	620	7,861	7,650
Fundraising trading: costs of goods sold	3, 4	3,318	620	3,938	3,331
<b>Charitable activities</b>	4	92,753	3,105	95,858	94,172
<b>Governance costs</b>	4	17,824	6,190	24,014	21,519
<b>Total resources expended</b>		<b>121,136</b>	<b>10,535</b>	<b>131,671</b>	<b>126,672</b>
<b>Net incoming resources for the year/ Net movement in funds</b>		<b>22,664</b>	<b>90,845</b>	<b>113,509</b>	<b>14,251</b>
<b>Rent – prior year adjustment</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>9,804</b>
		<b>22,664</b>	<b>90,845</b>	<b>113,509</b>	<b>24,055</b>
Fund balances at 1 January 2021		197,763	-	197,763	173,708
<b>Fund balances at 31 December 2021</b>		<b>220,427</b>	<b>90,845</b>	<b>311,272</b>	<b>197,763</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**BRIGHTON TOY AND MODEL MUSEUM**

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	7	22,379	22,953
<b>Current assets</b>			
Stocks		3,058	3,038
Cash at bank and in hand		276,158	164,972
Debtors	8	<u>22,000</u>	<u>18,658</u>
		<b>301,216</b>	<b>186,668</b>
Creditors: amounts falling due within one year	9	<u>(12,323)</u>	<u>(11,858)</u>
<b>Net current assets</b>		<b>288,893</b>	<b>174,810</b>
<b>Total assets less current liabilities</b>		<b>311,272</b>	<b>197,763</b>
Creditors: amounts falling due after one year		( - )	( - )
<b>Total assets/(liabilities)</b>		<b><u>311,272</u></b>	<b><u>197,763</u></b>
<b>Income Funds</b>			
Unrestricted funds	12	220,427	197,763
Restricted funds	12	90,845	-
<b>Total Funds</b>		<b><u>311,272</u></b>	<b><u>197,763</u></b>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (Effective April 2008).

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The financial statements were approved by the Board of Trustees on 21 October 2022 and were signed on its behalf by:

  
Victor Michel  
Chairman

**BRIGHTON TOY AND MODEL MUSEUM**

**NOTES TO THE ACCOUNTS**

## **1. Accounting policies**

### **1.1 Basis of preparation**

The financial statements have been prepared under the historical cost convention.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

### **1.2 Incoming resources**

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Activities for generating funds represent income from sales of goods and are recognised when receivable.

Income from charitable activities is accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

### **1.3 Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading within the museum's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and strategic requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

### **1.4 Tangible fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows.

Short leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance

### **1.5 Stocks**

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021**

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**2. Voluntary income**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Donations and grants	<u>73,195</u>	<u>101,380</u>	<u>174,575</u>	<u>87,595</u>
<b>Donations and grants</b>				
Unrestricted funds:				
Donations and grants			<u>73,195</u>	<u>67,700</u>
Restricted funds				
Donations (<£5,000)			<u>8,893</u>	<u>2,845</u>

**3. Activities for generating funds**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Activities for generating funds	9,094	-	9,094	8,373
Fundraising trading: costs of goods sold	<u>(3,318)</u>	<u>(620)</u>	<u>(3,938)</u>	<u>(3,331)</u>
Net Activities for generating funds	<u>5,776</u>	<u>(620)</u>	<u>5,156</u>	<u>5,042</u>

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****4. Total resources expended**

	Staff costs £	Depreciation £	Premises £	Projects £	Other costs £	Total 2021 £	Total 2020 £
<b>Costs of generating funds</b>							
Costs of generating voluntary income	5,214	-	-	-	2,647	<b>7,861</b>	7,650
Fundraising trading: costs of goods sold	521	-	1,204	-	2,213	<b>3,938</b>	3,331
						<b>11,799</b>	10,981
<b>Charitable activities</b>							
Museum facility	30,762	4,744	33,141	13,303	12,506	<b>94,456</b>	91,545
Education	1,402	-	-	-	-	<b>1,402</b>	2,627
<b>Governance</b>	15,642	-	-	4,328	4,044	<b>24,014</b>	21,519
	<b>53,541</b>	<b>4,744</b>	<b>34,345</b>	<b>17,631</b>	<b>21,410</b>	<b>131,671</b>	126,672

**5. Net Incoming Resources for the Year**

This is stated after charging:

	2021 £	2020 £
Depreciation	<b>4,744</b>	4,473
Auditor's remuneration	-	-

**BRIGHTON TOY AND MODEL MUSEUM**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**6. Employees**

**Number of employees**

The average monthly number of employees during the year was:

<b>2021</b>	2020
<b>Number</b>	Number
<b>3</b>	3

**Employment costs**

	<b>2021</b>	2020
	<b>£</b>	£
Wages and salaries	44,695	53,964
Social security costs	7,236	8,739
Pension costs	1,610	1,743
	<u>53,541</u>	<u>64,446</u>

Pension contributions are made under a defined contribution scheme.

**7. Tangible Fixed Assets**

	<b>Leasehold</b>	<b>Plant and machinery</b>	<b>Fixtures and fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>COST</b>				
At 1 January 2021	<b>10,516</b>	<b>8,870</b>	<b>42,681</b>	<b>62,067</b>
Additions in the year	-	<b>4,170</b>	-	<b>4,170</b>
And 31 December 2021	<u><b>10516</b></u>	<u><b>13,040</b></u>	<u><b>42,681</b></u>	<u><b>66,237</b></u>
<b>DEPRECIATION</b>				
At 1 January 2021	<b>4,503</b>	<b>8,819</b>	<b>25,792</b>	<b>39,114</b>
Charge for year	<u><b>1,503</b></u>	<u><b>708</b></u>	<u><b>2,533</b></u>	<u><b>4,744</b></u>
At 31 December 2021	<u><b>6,006</b></u>	<u><b>9,527</b></u>	<u><b>28,325</b></u>	<u><b>43,858</b></u>
<b>NET BOOK VALUE</b>				
At 31 December 2021	<b>4,510</b>	<b>3,513</b>	<b>14,356</b>	<b>22,379</b>
At 31 December 2020	<u>6,013</u>	<u>51</u>	<u>16,889</u>	<u>22,953</u>

**BRIGHTON TOY AND MODEL MUSEUM**

**NOTES TO THE ACCOUNTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**8. Debtors**

	2021	2020
	£	£
Other debtors	22,000	18,643
Prepayments	-	15
	<u>22,000</u>	<u>18,658</u>

**9. Creditors: amounts falling due within one year**

	2021	2020
	£	£
Other Creditors and accruals	11,652	11,588
Prepaid income	671	270
	<u>12,323</u>	<u>11,858</u>

**10. Transactions with related parties**

As at 31 December 2021 an amount of £16,760 was owed to the charity by Littledale Brough Trust (2020: £16,260).

Small amounts (<£540 each) have been donated to the charity by 4 trustees during the year for the purpose of funding salary costs and to fund conservation works on items in the collection.

During the year a trustee received payments totalling £2,125 for specialised conservation work on exhibits and items in the collection.

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 11. Movements in Funds

The income funds of the charity include a number of restricted funds, comprising the following balances of donations held for a specific purpose

Restricted funds	Balance at 1 January 2021 £	Incoming resources £	Outgoing resources £	Balance at 31 December 2021 £
Management Fund	-	2,721	(2,721)	-
Trafalgar Street Project	-	6,172	(4,328)	1,844
HMRC Furlough	-	3,486	(3,486)	-
Peter Dunk Fund	-	89,001	-	89,001

#### Purposes of Restricted funds

##### Management Fund

Trustees and other individuals closely associated with the charity donated money to the Management fund, which was set up in 2009 specifically to help pay the salary of the Museum Manager.

##### Trafalgar Street Project

The Museum received donations amounting to £6,172 to be used specifically for the Trafalgar Street Regeneration Project, a project led by the Museum to regenerate the underpass from the station to act as a gateway to the North Laines. This project is still ongoing.

##### HMRC Furlough

While the museum was closed during Covid, the museum placed staff on furlough and received furlough money from HMRC for the purpose of paying salaries.

##### Peter Dunk Fund

The Museum received a bequest of £89,001 during the year to be used specifically to set up a separate museums collection fund.

#### 12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	22,379	-	22,379
Current assets	210,371	90,845	301,216
Creditors: amounts falling due within one year	(12,323)	-	(12,323)
Creditors: amounts falling due after one year	-	-	-
	<u>220,427</u>	<u>90,845</u>	<u>311,272</u>

#### 13. Exhibits

The museum is neither owner nor beneficial owner of any of the collections housed in the museum.

**BRIGHTON TOY AND MODEL MUSEUM**

England & Wales - Charity number 1001560

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# Accounts

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Charity Registration No. 1001560

Company Registration No. 02564153 (England and Wales)

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 December 2020  
for  
Brighton Toy and Model Museum

# BRIGHTON TOY AND MODEL MUSEUM

## LEGAL AND ADMINISTRATIVE INFORMATION

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The Directors of the Company who were in office during the year and up to the date of signing the financial statements were:

<b>Directors</b>	Christopher Littledale Victor Michel (chairman) Anthony Capo-Bianco Alan Pett Hugo Marsh Peter Bryant Neil Bennett
<b>Trustees</b>	Christopher Littledale Anthony Capo-Bianco Alan Pett Victor Michel (chairman) Hugo Marsh Peter Bryant Neil Bennett Lord Faulkner of Worcester
<b>Secretary</b>	Neil Bennett
<b>Charity number</b>	1001560
<b>Company number</b>	02564153
<b>Principal address</b>	52-55 Trafalgar Street Brighton East Sussex BN1 4EB
<b>Accountants</b>	John Tuffin & Co 12/13 Ship Street Brighton East Sussex BN1 1AD

# BRIGHTON TOY AND MODEL MUSEUM

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# **Trustees' Annual Report for the period**

**From 01/01/2020 to 31/12/2020**

**Charity name: Brighton Toy & Model Museum**

**Charity registration number: 1001560**

## **Objectives and Activities**

### **Objectives of the Charity**

Brighton Toy and Model Museum exhibits, preserves and cares for important models and toys from the last three centuries. It makes them available for viewing by schools and the public, inspiring and educating people of all ages.

### **Main activities of the Charity in relation to those purposes for the public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Museum cares for about 15,000 objects, of which approximately two-thirds are on display. It holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust (Collections Trust) on permanent long-term loan to the Museum. These comprise Railway, aircraft, ships, road vehicles, dolls' houses & furniture, puppets, construction sets, Meccano, lead figures, models, kitchen stoves and accessories. The Museum also displays and cares for collections of significant international importance which are on long-term loan to the Museum. It makes them accessible to the public whilst ensuring their care and preservation in accordance with museum accreditation standards of SPECTRUM.

The Director of the Museum performs specialist conservation and restoration work on the significant models in the collection ensuring their preservation and enhancing their display. In addition, the Museum follows good environmental control monitoring and procedures in accordance with Museum accreditation standards.

The Museum is open to the public for five days a week, including Saturdays, throughout the year. It also opens occasionally on Sundays for public workshops and events and often on Mondays for large school groups and tours. It is accessible for wheelchair users and welcomes people with varying social or physical needs. It offers trails, quizzes and guided tours to help inform and inspire visitors. Quizzes and trails for younger visitors are available in French, Italian, Spanish and German as well as English encouraging foreign visitors to engage more closely with objects on display. A professional guidebook with high quality images is available to buy and provides visitors with a great souvenir of their visit.

The Museum provides a varied school programme to fit in with the School Curriculum and also puppet shows to enhance the experience of younger visitors. The Museum welcomes visits from schools all over Southern England as well as from further afield and also international groups or schools. It participates in outreach to bring knowledge of the museum objects to schools and greater numbers of school children.

Public family workshops and other community events are offered by the Museum to inspire visitors and increase awareness and access of the collections and the Museum.

During 2020 the coronavirus pandemic significantly impacted the Museum's ability to deliver its charitable purposes for a large part of the year. The Museum was closed to the public from the end of March to July 2020 and from 5 November to 1 December 2020 during National lockdowns. Since the date of this annual report, the museum again closed under lockdown from January to March 2021 but reopened in late March 2021, offering the same high level of service to visitors as before. The school programme and public engagement workshops ceased in March 2020 and only resumed in Autumn 2021.

### **Policy on social investment including program related investment**

The Museum involves itself to a high degree with other agencies to improve the streetscape and museum entrance. It forms part of Visit Brighton, run by Brighton City Council to provide tourist information, and encourage the development of a Cultural route from Brighton Railway station to the Royal Pavilion.

### **Contribution made by volunteers**

The Museum relies on volunteers to help run the museum and ensure that it opens 37 hours a week. Volunteers work on a variety of jobs such as the till, marketing, updating the website, assisting with public events and shop sales. In addition, some volunteers work on specific museum projects such as collections management work, object research and display projects. The number of volunteers working in the Museum in 2020 has significantly reduced as a result of Covid-19 due to social distancing requirements and lack of students and European interns but the Museum continues to provide volunteering opportunities wherever possible. This year the museum was very grateful to a core group of 4 volunteers who have supported the museum for a number of years.

The Museum works with several organisations to attract new volunteers which includes the Job Centre and Universities.

### **Sponsors**

The Museum has several sponsors who contribute financially or with services to help the museum.

## **Achievements and Performance**

### **Visitor admissions and public engagement**

Visitor numbers totalled 5,400 during the year compared to 12,500 in 2019 due to the closure of the museum for five months over National Lockdowns. The year started strongly with visitor numbers for January and February exceeding prior year and targets suggesting that the museum continued to attract and engage visitors to a high level.

There were also three folk events held in February and March. At February half-term, the museum was part of Brighton Science Festival, with a sold-out family friendly event called Spaghetti Towers – linked to the Meccano collection, children explored physics and architecture to decide which shapes made strong structures. A tour group of 15 Dutch tourists also visited in March.

In March 2020 a BBC film crew spent the day in the museum filming for Bargain Hunt with the popular auctioneer and tv presenter, Christina Trevanion interviewing Chris Littledale, the Museum Founder. This programme was aired in June 2020.

The National Lockdown which extended from March 23rd to the end of July meant that the Museum had to cancel and lose income from seven folk events, two very lucrative corporate

events, a vintage train running day special event, Brighton fringe venue hire and associated publicity as well as two large bookings comprising 240 international students. The Museum missed peak summer months of June and July where it normally attracts a large number of overseas visitors.

Prior to the Museum reopening in July, the volunteer Social Media Officer started to post across Twitter, Facebook and Instagram to keep people up to date with museum news and developments and start to publicise the reopening date. The Museum was able to reopen promptly on 28<sup>th</sup> July 2020 after the end of the first Covid lockdown. Thanks to the guidelines from the ALVA webinars and a £2K PPE Grant from SEWS, the Museum was fully prepared with a prebooking system to manage visitor numbers, a one-way system to manage visitor flow, directional arrows, and decals for 2m social distancing in front of exhibits.

As a result of this, the museum was able to take advantage of being the only museum open in Brighton throughout the summer and half-term break in October which meant attendances were at the maximum permissible whilst social distancing was in place.

The impact of the pandemic continued to be felt significantly in subsequent months whilst the Museum was open, both on visitor numbers and on visitor demographics. Restrictions on travel reduced the number of foreign visitors to the Museum. It was noticeable that the number of OAP visitors decreased considerably from prior years reflecting the caution and disinclination of older generations to go out in public spaces while covid continued to pose high risk. Over the three months from August to October 2020 OAP visitor numbers were 66% less than 2019, whereas family visitors, children, and adults decreased less dramatically - by 35%, 34% and 29% respectively.

Due to social distancing restrictions, three further folk events were cancelled between September and November, and a vintage train running day, normally a significant fundraising event for the museum, could not take place in the Autumn.

The Museum again shut down during the Second National Lockdown from 5<sup>th</sup> November to 2<sup>nd</sup> December, and also from 26<sup>th</sup> December 2021 to mid-May 2021, as part of the government-mandated COVID response.

### **Education Programme**

The School outreach programme only ran at the beginning of the year before lockdown in March as the social distancing requirements and restrictions in place after lockdown meant that it could not be resumed safely in September 2020 for the new academic year when the museum was open.

During the period January to March 2020 fifteen schools booked an education session with the Museum. In total 729 school children accompanied by 137 support staff visited the museum. The location of Schools making a visit to the Museum/Outreach Venues comprised:

Brighton area – 3  
West Sussex - 8  
East Sussex – 4

## **Community engagement**

In February 2020 there were two guided tours. The Blind Vets enjoyed a tour followed by tea and biscuits and an opportunity to reminisce over items from the handling collection, and Portslade Local History Group brought 10 of their members for a tour.

## **2020 updates and improvements**

January

The blue and silver 1937 nine-car Exley for Bassett-Lowke Coronation Scot streamliner train was rotated back onto the central 1930s gauge 0 model railway layout.

Feb-March

Full speed ahead with work on the new archival storage bays (non-public area)

April-July

The decision was made to furlough staff from 1st April.

A range of display improvements and changes that had been originally planned for April onwards were put on hold.

August onwards

Work resumed on re-sorting the contents of the museum's archival/storage areas.

September

Two new modern-specification computer screens were purchased for the Resource Room, for use by staff and volunteers.

Updated Community Rail Partnership displays in Brighton Station.

## **Acquisitions and Display**

During 2020 The Collections Trust (Littledale Brough Trust) acquired the following objects for display:

An important donation from a lady including Rock and Graner German one eighth scale handmade metal dollhouse furniture, 21 pieces from approx. 1870/80. Walterhausen German, on twelfth scale fine wooden doll house furniture and accessories circa 1898 small scale dressed dolls and glass wear-house collection.

A rare green Hugar Southern Railways EMU lithographed model train set, c1943-1944.

Trix '00' gauge, electric Coronation Train set – track, transformers, 3 coaches, c1939.

Trix 'H0' gauge, DB German electric outline 462 locomotive, c1959.

Silver King Loco – Bassett Lowke A4.

Cam Belgium '0' Gauge special semi streamlined circa 1958 locomotive.

Tri-ang blue Pullman train set, c1960.

Dinky (card) Dolly Varden dollhouse circa 1939 repaired and conserved.

Collection of 1950s/60s small scale dollhouse furniture – assembled and part displayed.

Numerous Budgie, Morestone and Meccano items were acquired and conserved in readiness for incorporating into enhanced displays in 2021 /22. Conservation by Trustee ACB.

### **Maintenance projects**

During the year, work continued on the conversion of the upstairs area of the Museum. This area is intended to provide a resource and research area for volunteers and staff as well as essential storage of 'reserve' collection items not on display. This includes significant Meccano items. In 2019 the Museum had installed electric wiring and created a new raised floor to level up the whole area. In 2020 work continued on the Jack arches to tank, line and fit them out with shelving for future storage.

### **Museum management**

At the start of 2020 the Museum recruited a full-time Assistant Manager bringing the number of salaried staff up to 3 and filling a gap in the museum staffing structure that had existed since early 2019. The new assistant manager was employed to deal with front of house, manage the volunteers as well as assisting the Manager with necessary administrative work. When the museum was closed under National Lockdown the Museum took the decision to place all its staff on furlough from 1 April 2020, taking advantage of the HMRC furlough scheme. Due to the uncertain economic conditions and requirement to cut expenditure, the Museum did not make the Assistant manager's employment permanent once her probation period had come to an end. As at the date of this report, the Museum continues to be staffed by two full-time salaried staff, comprising the General Manager and a Digital Manager with the assistance of freelance staff.

### **Accreditation and Collections work**

The Museum continues to maintain its accredited status and staff work hard to clear backlogs in documentation and ensure cataloguing information is kept up to date. Apart from the periods when staff were furloughed, they have worked tirelessly to respond to public enquiries and to enhance the quality of displays and interpretation. Our online information database continues to grow enhancing the Museum's global reputation, encouraging visitors and enhancing the Museum's educational outreach.

In 2020 the museum was very happy to have the continued support of Tidmas Townsend who provided additional branded paper carrier bags used for gift shop.

## **Financial Review**

### **Review of the Charity's financial position at the end of the period**

The Museum continues to maintain a strong financial position inspite of the coronavirus pandemic and in 2020 it recorded a profit for the year of £14,251. This surplus has been increased to £24,055 by a partial write back of a prior year provision for an outstanding debt which was in negotiation. In 2021 this debt of £14,582 was finally settled and agreed at £5,048 which the museum paid in June 2021. The overprovision of £9,804 has therefore been written back in these accounts.

The pandemic and National Lockdowns had a strong impact on the museum's income streams with admissions income falling 57% from £60.6k in 2019 to £25.8k in 2020. Other museum-related income streams such as education, retail sales and events fell by approximately 87%. However the museum continued to receive generous donations and sponsorships and was also eligible for the Business grant (£10k) and other government grants which helped mitigate the loss in income from closure. The museum's main expenditure normally relates to staffing costs, rent and specific project costs and these were eased considerably in 2020 as the museum benefitted from rent and utility concessions and the HMRC furlough scheme. Other operating costs were well-controlled.

### **The Charity's principal sources of funds**

The Museum's principal sources of funds normally comprise visitor admission fees, retail sales in the museum shop, income from events as well as donations and sponsorship. These were severely impacted by the coronavirus pandemic as the museum was closed under national lockdown for a large part of the year and restrictive measures introduced limited the number of daily visitors and all income from events ceased. The museum benefitted from a number of government grants provided including the Business grant, the Local Restrictions Support Grant (closed) and the Local restrictions Support Grant (open) and additional government grants given in 2021. A major benefactor continued to give his full support to the Museum, its paid staff, and museum projects. The Museum also claims gift aid on gift-aided admissions and donations as appropriate which also brings in important income.

### **The policy for holding reserves**

The Museum maintains a healthy balance in reserves in order to ensure its financial sustainability. In the event of a significant drop in funding, it will become necessary to secure more private and commercial sponsors and make changes to the Museum's activities including extending the museum's public opening hours and further reviewing admission ticket prices and workshop events. The Museum will continue to seek private funding from collectors and supporters the world over.

The Museum holds reserves as at 31/12/2020 of £197,763. The trustees do not consider that the Museum faces any risk as a going concern. The museum has managed to mitigate the financial loss due to closure of the museum during COVID in 2020 and in 2021 by taking advantage of grants as well as rent and utility concessions and the HMRC furlough scheme.

## **Structure, Governance and Management**

Description of charity's trusts:	
Type of governing document	Trust deed, Memorandum and Articles of Association
How is the charity constituted?	Limited company
Trustee selection methods	Trustees are selected through proposal and agreement by the chairman and trustees

### **The charity's organisational structure and any wider network with which the charity works**

The Museum is a full member of the Sussex Museums Group which includes over 45 private and local authority museums in East and West Sussex. The Museum is also a member of AIM, the Association of Independent Museums.

As an accredited museum, the Museum keeps up to date with Accreditation requirements, submitting the Accreditation Return to Arts Council England when required.

The Museum is closely linked to and benefits from the Littledale-Brough Trust which holds about 6,000 objects owned by or permanently loaned to the Littledale-Brough Trust representing approximately 40% of the objects currently available to the Museum. Christopher Littledale who founded the Trust with Derek Brough is also the founder of the Museum and is currently both Director of the Museum and Chairman of the Littledale-Brough Trust. Many of the other trustees of the Museum are also trustees of the Littledale-Brough Trust.

## **Reference and Administrative details**

Charity name Brighton Toy and Model Museum  
 Other name the charity uses  
 Registered charity number 1001560  
 Charity's principal address 52-55 Trafalgar Street  
 Brighton  
 East Sussex  
 BN1 4EB

### **Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Christopher Littledale	Founder/Director		
2	Victor Michel	Chairman		
3	Alan Pett	Trustee		
5	Hugo Marsh	Trustee		
6	Anthony Capo-Bianco	Trustee		
8	Peter Bryant	Trustee		
9	Neil Bennett	Trustee		
10	Lord Faulkner of Worcester	Trustee		

Corporate trustees – names of the directors at the date the report was approved

#### **Director name**

Christopher Littledale  
 Anthony Capo-Bianco  
 Victor Michel  
 Alan Pett  
 Hugo Marsh  
 Peter Bryant  
 Neil Bennett

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A

Details of arrangements for safe custody and segregation of such assets from the charity's own assets N/A

**Exemptions from disclosure**

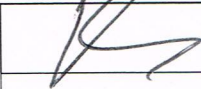
Reason for non-disclosure of key personnel details

**Other optional information**

**Declarations**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	VICTOR ERIC MICHIE	
Position (e.g. Secretary, Chair, etc)	Chair	

Date 15th October 2021



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Brighton Toy and Model Museum

**On accounts for the  
year ended**

31/12/2020

**Charity no (if any)**

1001560

**Set out on pages**

13-20

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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

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

**Independent examiner's  
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*Martina J. Macauley*

**Date:**

28.10.2021

**Name:**

MARTINA J. MACAULEY

**Relevant professional  
qualification(s) or  
body (if any):**

ICAEW

Address:

8 LLOYD ROAD

HOVE

EAST SUSSEX, BN3 6NL

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

# BRIGHTON TOY AND MODEL MUSEUM

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	67,700	19,895	87,595	72,829
Activities for generating funds	3	8,373	-	8,373	16,804
<b>Incoming resources from charitable activities</b>					
		44,955	-	44,955	76,987
<b>Total incoming resources</b>		<b>121,028</b>	<b>19,895</b>	<b>140,923</b>	<b>166,620</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	5,860	1,790	7,650	9,693
Fundraising trading: costs of goods sold	3, 4	2,896	435	3,331	11,687
<b>Charitable activities</b>	4	81,872	12,300	94,172	90,859
<b>Governance costs</b>	4	16,149	5,370	21,519	23,292
<b>Total resources expended</b>		<b>106,777</b>	<b>19,895</b>	<b>126,672</b>	<b>135,531</b>
<b>Net incoming resources for the year/</b>		<b>14,251</b>	<b>-</b>	<b>14,251</b>	<b>31,089</b>
<b>Net movement in funds</b>					
<b>Rent – prior year adjustment</b>		<b>9,804</b>	<b>-</b>	<b>9,804</b>	<b>-</b>
		<b>24,055</b>		<b>24,055</b>	<b>31,089</b>
Fund balances at 1 January 2020		173,708	-	173,708	142,619
<b>Fund balances at 31 December 2020</b>		<b>197,763</b>	<b>-</b>	<b>197,763</b>	<b>173,708</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRIGHTON TOY AND MODEL MUSEUM

## BALANCE SHEET

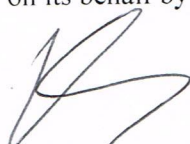
AS AT 31 DECEMBER 2020

	Notes	2020		2019	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		<b>22,953</b>		23,911
<b>Current assets</b>					
Stocks		<b>3,038</b>		3,341	
Cash at bank and in hand		<b>164,972</b>		160,669	
Debtors	8	<b>18,658</b>		9,193	
		<b>186,668</b>		173,203	
Creditors: amounts falling due within one year	9	<b>(11,858)</b>		(23,406)	
<b>Net current assets</b>			<b>174,810</b>		149,797
<b>Total assets less current liabilities</b>			<b>197,763</b>		173,708
Creditors: amounts falling due after one year	10		<b>( - )</b>		( - )
<b>Total assets/(liabilities)</b>			<b>197,763</b>		173,708
<b>Income Funds</b>					
Unrestricted funds	12		<b>197,763</b>		173,708
Restricted funds	12		-		-
<b>Total Funds</b>			<b>197,763</b>		173,708

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (Effective April 2008).

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2020. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The financial statements were approved by the Board of Trustees on 15th October 2021 and were signed on its behalf by:



Victor Michel  
**Chairman**

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2020

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#### 1. Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention.

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 applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### 1.2 Incoming resources

Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Activities for generating funds represent income from sales of goods and are recognised when receivable.

Income from charitable activities is accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

##### 1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading within the museum's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and strategic requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

##### 1.4 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows.

Short leasehold	- in accordance with the property
Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 15% on reducing balance

##### 1.5 Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**BRIGHTON TOY AND MODEL MUSEUM****NOTES TO THE ACCOUNTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****2. Voluntary income**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Donations and grants	<u>67,700</u>	<u>19,895</u>	<u>87,595</u>	72,829
<b>Donations and grants</b>				
Unrestricted funds: Donations and grants			<u>67,700</u>	<u>70,211</u>
Restricted funds Donations (<£5,000)			<u>2,845</u>	<u>2,618</u>

**3. Activities for generating funds**

	<b>Unrestricted Funds £</b>	<b>Restricted funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Activities for generating funds	8,373	-	8,373	16,804
Fundraising trading: costs of goods sold	<u>(2,896)</u>	<u>(435)</u>	<u>(3,331)</u>	<u>(11,687)</u>
Net Activities for generating funds	<u>5,477</u>	<u>(435)</u>	<u>5,042</u>	<u>5,117</u>

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 4. Total resources expended

	Staff costs £	Depreciation £	Premises £	Projects £	Other costs £	Total 2020 £	Total 2019 £
<b>Costs of generating funds</b>							
Costs of generating voluntary income	6,182	-	-	-	1,468	<b>7,650</b>	9,693
Fundraising trading: costs of goods sold	618	-	879	-	1,834	<b>3,331</b>	11,687
						<b>10,981</b>	21,380
<b>Charitable activities</b>							
Museum facility	36,473	4,473	24,470	18,785	7,344	<b>91,545</b>	86,558
Education	2,627	-	-	-	-	<b>2,627</b>	4,301
<b>Governance</b>	18,546	-	-	-	2,973	<b>21,519</b>	23,292
	64,446	4,473	25,349	18,785	13,619	<b>126,672</b>	135,531

#### 5. Net Incoming Resources for the Year

This is stated after charging:

	2020 £	2019 £
<b>Depreciation</b>	<b>4,473</b>	3,718
<b>Auditor's remuneration</b>	-	-

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 6. Employees

#### Number of employees

The average monthly number of employees during the year was:

2020 Number	2019 Number
3	3

#### Employment costs

	2020 £	2019 £
Wages and salaries	53,964	55,703
Social security costs	8,739	9,220
Pension costs	1,743	-
	<u>64,446</u>	<u>64,934</u>

Pension contributions are made under a defined contribution scheme.

### 7. Tangible Fixed Assets

	Leasehold £	Plant and machinery £	Fixtures and fittings £	Total £
<b>COST</b>				
At 1 January 2020	7,953	8,870	41,729	58,552
Additions in the year	2,563	-	952	3,515
And 31 December 2020	<u>10,516</u>	<u>8,870</u>	<u>42,681</u>	<u>62,067</u>
<b>DEPRECIATION</b>				
At 1 January 2020	3,000	8,802	22,839	34,641
Charge for year	<u>1,503</u>	<u>17</u>	<u>2,953</u>	<u>4,473</u>
At 31 December 2019	<u>4,503</u>	<u>8,819</u>	<u>25,792</u>	<u>39,114</u>
<b>NET BOOK VALUE</b>				
At 31 December 2020	<u>6,013</u>	<u>51</u>	<u>16,889</u>	<u>22,953</u>
At 31 December 2019	<u>4,953</u>	<u>68</u>	<u>18,890</u>	<u>23,911</u>

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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#### 8. Debtors

	2020	2019
	£	£
Other debtors	18,643	9,193
Prepayments	15	
	<u>18,658</u>	<u>9,193</u>

#### 9. Creditors: amounts falling due within one year

	2020	2019
	£	£
Other Creditors and accruals	11,588	23,256
Prepaid income	270	150
	<u>11,858</u>	<u>23,406</u>

#### 10. Transactions with related parties

As at 31 December 2020 an amount of £16,260 was owed to the charity by Littledale Brough Trust (2019: £125).

Small amounts (<£540 each) have been donated to the charity by 4 trustees during the year for the purpose of funding salary costs and to fund conservation works on items in the collection.

During the year a trustee received payments totalling £5,069 for specialised conservation work on exhibits and items in the collection.

# BRIGHTON TOY AND MODEL MUSEUM

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 11. Movements in Funds

The income funds of the charity include a number of restricted funds, comprising the following balances of donations held for a specific purpose

Restricted funds	Balance at 1 January 2020 £	Incoming resources £	Outgoing resources £	Balance at 31 December 2020 £
Management Fund	-	2,845	(2,845)	-
Ready to Reopen Grant	-	1,997	(1,997)	-
HMRC Furlough	-	15,053	(15,053)	-

#### Purposes of Restricted funds

##### Management Fund

Trustees and other individuals closely associated with the charity donated money to the Management fund, which was set up in 2009 specifically to help pay the salary of the Museum Manager.

##### Ready to Reopen Grant

The Museum received a grant of £1,997 in June 2020 through the South East Museum Development Programme funded by Arts Council England. The grant was specifically for the purchase of social distancing supplies for the reopening of the museum when covid-19 lockdown restrictions were eased.

##### HMRC Furlough

Whilst the museum was closed during Covid the Museum placed staff on furlough and received furlough money from HMRC for the purpose of paying salaries.

### 12. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	22,953	-	22,953
Current assets	186,668	-	186,668
Creditors: amounts falling due within one year	(11,858)	-	(11,858)
Creditors: amounts falling due after one year	-	-	-
	<u>197,763</u>	<u>-</u>	<u>197,763</u>

### 13. Exhibits

The museum is neither owner nor beneficial owner of any of the collections housed in the museum.