

COMBINED MILITARY SERVICES MUSEUM

England & Wales · Charity number 1058595

Details

Status Registered

Legal form Trust

Registered 1996-10-11

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

Contact

Address Combined Military Museum
Carriage House
Station Road
Maldon
Essex
CM9 4LQ

Phone 01621 841826

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Website www.cmsm.co.uk

Activities

Objects: TO FORM A COMBINED MILITARY SERVICES MUSEUM AND DISPLAY THE COLLECTION FOR THE EDUCATION OF THE GENERAL PUBLIC.

Activities: Museum of British military history for the education of the general public.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** The General Public/mankind

Geography

- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£90,457	£80,222	-	-
2023-08-31	£83,069	£93,806	-	-
2022-08-31	£135,676	£139,179	-	-
2021-08-31	£150,801	£119,379	-	-
2020-08-31	£87,682	£61,425	-	-

Trustees

Name	Role	Appointed
DR RICHARD WOOLDRIDGE		2011-03-11
David Lawrence Nower		2025-03-31
Dr Victoria Emily Yvonne Ashworth te Velde Phd		2021-04-16
Gary Weight		2025-07-30
Mark Anstey		2025-03-31
Murray Dedman		2025-07-31

COMBINED MILITARY SERVICES MUSEUM

England & Wales - Charity number 1058595

Accounts

Charity registration number 1058595

COMBINED MILITARY SERVICES MUSEUM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

COMBINED MILITARY SERVICES MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr R Wooldridge
Dr D A Pullen
Mr J M Hulott
Dr V E Ashworth te Velde
Mrs A A J Percival-Borley

Charity number

1058595

Registered office

Station Road
Maldon
Essex
CM9 4LQ

Independent examiner

Azets Audit Services
3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

COMBINED MILITARY SERVICES MUSEUM

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COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2024

The trustees present their annual report and financial statements for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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 2019).

Objectives and activities

The main objects of the charity are to display its collection for the education of the general public, and to preserve its collection for the benefit of future generations.

The charity will co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives and to exchange information and advice with them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees are very grateful for all the efforts of the volunteers throughout the year.

Achievements and performance

During the current financial period the Museum has reduced its costs to offset the high energy bills it has been facing. It has had an energy review, which has assisted in greatly reducing its electrical costs, helping the museum to become more resilient.

The museum has also relied heavily on volunteers to help man the museum, and has been successful in receiving funds for the loan of artefacts for international exhibitions to assist with cashflow.

Visitor numbers have been slowly improving during this financial period and are now back to similar levels to that achieved prior to the Covid-19 pandemic.

Overall the trustees are very satisfied with the museum's activities and the charity's performance during the financial year.

Financial review

The trustees believe that the year end position and financial performance during the year are satisfactory. At the balance sheet date total funds were £2,172,069 (2023 - £2,161,834). Of these funds £234,108 (2023 - £236,171) relates to restricted funds.

A surplus of £10,235 (2023 - £25,740 deficit) has been returned for the year. This has been achieved through an increase in admissions and shop income along with other income earned from loaning some exhibits to other establishments.

The charity has also taken the opportunity to invest in updating some of its procedures and policies, which has resulted in the museum being awarded accreditation again, which reflects the good work of the staff and Trustees during this period.

COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

Most of the funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The only exception to this is the lottery grant which is primarily to fund the extension of the museum and has been treated accordingly.

The levels of reserves have so far been determined by external factors as the charity becomes established, but it is expected that reserves will be determined by the need to keep a minimum level of operating working capital, especially with regard to unrestricted funds. Restricted funds are not expected to be liquid as they are likely to be tied up in the freehold building.

The trustees have examined the charity's requirements for reserves and have established a policy that unrestricted reserves should be sufficient to cover at least six months of the charity's expenditure.

The Museum's main sources of income are derived from admissions and associated sales at the Museum, supplemented by grant funding and donations.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The charity is constituted by Deed of Trust dated 29th August 1996 and its registered number is 1058595.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R Wooldridge
Dr D A Pullen
Mr J M Hulott
Dr V E Ashworth te Velde
Mrs A A J Percival-Borley

The existing trustees make appointments of new trustees when deemed necessary in order to perform the trust's objectives effectively. Potential trustees are selected on the basis of their relevant background and experience and are expected to actively support and further the charity's work.

The trustees meet on a regular basis in order to discuss relevant matters relating to the charity. Important decisions are reached at these meetings and communicated to the staff and other interested parties.

Public benefit

The object of the Combined Military Services Museum is to display its collection for the education of the general public. The trustees are very pleased with the work having been carried out this year in line with the charity's objects.

The trustees have read the guidance issued by the Charity Commission and consider that they are in full compliance.

The trustees' report was approved by the Board of Trustees.



.....
Mr R Wooldridge
Trustee

Date: 23/08/25.....

COMBINED MILITARY SERVICES MUSEUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMBINED MILITARY SERVICES MUSEUM

I report to the trustees on my examination of the financial statements of Combined Military Services Museum (the charity) for the year ended 31 August 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



Robert Anderson FCA

Azets Audit Services

3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ
United Kingdom

Dated:25/6/25.....

COMBINED MILITARY SERVICES MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<u>Income from:</u>							
Donations and legacies	3	32,068	-	32,068	32,050	1,000	33,050
Charitable activities	4	47,275	-	47,275	42,106	-	42,106
Other trading activities	5	11,104	-	11,104	8,848	-	8,848
Investments	6	10	-	10	65	-	65
Total income		90,457	-	90,457	83,069	1,000	84,069
<u>Expenditure on:</u>							
Raising funds	7	6,063	-	6,063	1,470	-	1,470
Charitable activities	8	72,096	2,063	74,159	92,336	16,003	108,339
Total expenditure		78,159	2,063	80,222	93,806	16,003	109,809
Gross transfers between funds		-	-	-	(1,500)	1,500	-
Net income/(expenditure) for the year/							
Net movement in funds		12,298	(2,063)	10,235	(12,237)	(13,503)	(25,740)
Fund balances at 1 September 2023		1,925,663	236,171	2,161,834	1,937,900	249,674	2,187,574
Fund balances at 31 August 2024		1,937,961	234,108	2,172,069	1,925,663	236,171	2,161,834

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

COMBINED MILITARY SERVICES MUSEUM

BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	13		637,000		640,419
Heritage assets	14		1,527,895		1,513,895
			<u>2,164,895</u>		<u>2,154,314</u>
Current assets					
Stocks	16	1,812		3,681	
Debtors	17	4,998		2,045	
Cash at bank and in hand		4,887		5,685	
			<u>11,697</u>		<u>11,411</u>
Creditors: amounts falling due within one year	18		<u>(4,523)</u>		<u>(3,891)</u>
Net current assets			<u>7,174</u>		<u>7,520</u>
Total assets less current liabilities			<u><u>2,172,069</u></u>		<u><u>2,161,834</u></u>
Income funds					
Restricted funds	20		234,108		236,171
Unrestricted funds			1,937,961		1,925,663
			<u>2,172,069</u>		<u>2,161,834</u>

The financial statements were approved by the Trustees on 23/06/25



Mr R Wooldridge
Trustee

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

Charity information

Combined Military Services Museum is a charitable trust and registered at the Charity Commission number 1058595.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	No depreciation is provided
Plant and machinery	10% on reducing balance
Fixtures and fittings	At variable rates on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

No depreciation is provided on the charity's freehold property as the trustees believe that its economic value is substantially higher than its book value and any depreciation would be immaterial. The property will be subject to regular impairment reviews.

1.7 Heritage assets

Heritage assets are initially shown at the cost of the acquired asset. A heritage asset that is recognised initially at its cost may be subsequently carried at a valuation where a charity adopts a policy of carrying its heritage assets (or group of heritage assets) at valuation. Heritage assets are held and maintained principally for their contribution to knowledge and culture and consequently are not considered to have a finite economic life. Consequently no depreciation is charged on heritage assets.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

1 Accounting policies

(Continued)

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Heritage Lottery Fund

The National Lottery fund contributed to the cost of buildings and display cases and the balance on the restricted fund represents the value of those assets acquired less amortisation.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2024	2023	2023	2023
	£	£	£	£
Donations and gifts	32,068	32,050	-	32,050
Grants received	-	-	1,000	1,000
	<u>32,068</u>	<u>32,050</u>	<u>1,000</u>	<u>33,050</u>
Grants receivable for core activities				
Other	-	-	1,000	1,000
	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

4 Charitable activities

	2024	2023
	£	£
Admissions income	41,181	37,435
Other income	6,094	4,671
	<u>47,275</u>	<u>42,106</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Shop income	11,104	8,848
	<u>11,104</u>	<u>8,848</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Interest receivable	10	65
	<u>10</u>	<u>65</u>

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	6,063	1,470
	<u>6,063</u>	<u>1,470</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

8 Charitable activities

	2024 £	2023 £
Staff costs	41,397	70,897
Depreciation and impairment	3,419	3,799
Rates and water	351	267
Insurance	3,959	3,617
Light and heat	10,013	9,822
Repairs and maintenance	3,694	7,573
Printing and stationery	503	1,956
Telephone	1,798	1,390
Advertising	2,100	717
Travel costs	408	252
Sundry costs	3,052	4,043
Bank charges	998	1,011
	<u>71,692</u>	<u>105,344</u>
Share of governance costs (see note 9)	2,467	2,995
	<u>74,159</u>	<u>108,339</u>
Analysis by fund		
Unrestricted funds	72,096	92,336
Restricted funds	2,063	16,003
	<u>74,159</u>	<u>108,339</u>

9 Support costs

	Support costs £	Governance costs £	2024 £	2023 £
Accountancy	-	2,467	2,467	2,995
	<u>-</u>	<u>2,467</u>	<u>2,467</u>	<u>2,995</u>
Analysed between Charitable activities	-	2,467	2,467	2,995
	<u>-</u>	<u>2,467</u>	<u>2,467</u>	<u>2,995</u>

Governance costs includes payments to the accountants of £1,920 (2023- £1,830) for independent examiners fees.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Museum operations	3	4
	<u> </u>	<u> </u>

Employment costs

	2024	2023
	£	£
Wages and salaries	40,611	68,775
Social security costs	-	706
Other pension costs	786	1,416
	<u> </u>	<u> </u>
	<u>41,397</u>	<u>70,897</u>

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

13 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Fixtures and fittings £	Total £
Cost				
At 1 September 2023	606,227	47,250	167,540	821,017
At 31 August 2024	606,227	47,250	167,540	821,017
Depreciation and impairment				
At 1 September 2023	-	40,973	139,625	180,598
Depreciation charged in the year	-	628	2,791	3,419
At 31 August 2024	-	41,601	142,416	184,017
Carrying amount				
At 31 August 2024	606,227	5,649	25,124	637,000
At 31 August 2023	606,227	6,277	27,915	640,419

No depreciation is charged on the freehold property because in the opinion of the trustees any such charge would be immaterial.

14 Heritage assets

	£
At 1 September 2023	1,513,895
Purchases	14,000
At 31 August 2024	1,527,895

Heritage assets represent the charity's various display collection and all assets are shown in the financial statements at their cost price.

Over the last five years heritage asset additions totalled £68,936 and disposal proceeds £12,455. None of the heritage assets have been impaired.

15 Financial instruments

	2024 £	2023 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	5,848	11,994
Carrying amount of financial liabilities		
Measured at amortised cost	2,987	14,830

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

16 Stocks

	2024 £	2023 £
Finished goods and goods for resale	1,812	3,681

The amount of stock recognised as an expense during the period was £6,063 (2023 - £1,470).

17 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	801	1,241
Prepayments and accrued income	4,197	804
	<u>4,998</u>	<u>2,045</u>

18 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	2,149	1,125
Other creditors	2,374	2,766
	<u>4,523</u>	<u>3,891</u>

19 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £786 (2023 - £1,416).

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2024

20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds		
	Balance at 1 September 2022	Incoming resources	Resources expended	Transfers	Balance at 1 September 2023	Incoming resources	Balance at 31 August 2024
	£	£	£	£	£	£	£
Heritage Lottery Fund	238,464	-	(2,293)	-	236,171	(2,063)	234,108
Digitisation of documents	11,210	1,000	(13,710)	1,500	-	-	-
	<u>249,674</u>	<u>1,000</u>	<u>(16,003)</u>	<u>1,500</u>	<u>236,171</u>	<u>(2,063)</u>	<u>234,108</u>

The Heritage Lottery Fund represents lottery funding received relating to the purchase of freehold property and various fixtures and fittings. At the balance sheet date the balance on the fund is represented by the net book value of these assets.

The Gerry Holdsworth Special Forces Charitable Trust funding is to help with digitising the records and artefacts that relate to SOE and Special Forces held by the museum.

21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total Unrestricted funds		Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Fund balances at 31 August 2024 are represented by:						
Tangible assets	402,892	234,108	637,000	404,248	236,171	640,419
Heritage assets	1,527,895	-	1,527,895	1,513,895	-	1,513,895
Current assets/(liabilities)	7,174	-	7,174	7,520	-	7,520
	<u>1,937,961</u>	<u>234,108</u>	<u>2,172,069</u>	<u>1,925,663</u>	<u>236,171</u>	<u>2,161,834</u>

22 Related party transactions

Transactions with related parties

During the year, the charity received donations of £17,500 (2023 - £20,000) from one of its trustees, Mr R Wooldridge. There were no conditions attached to these donations.

COMBINED MILITARY SERVICES MUSEUM

England & Wales - Charity number 1058595

Accounts

3

**COMBINED MILITARY SERVICES MUSEUM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

COMBINED MILITARY SERVICES MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr R Wooldridge Dr D A Pullen Mr J M Hulott Dr V E Ashworth te Velde Mrs AA J Percival-Borley
Charity number	1058595
Registered office	Station Road Maldon Essex CM9 4LQ
Independent examiner	Azets Audit Services 3Mc Middlemarch Business Park Siskin Drive Coventry CV3 4FJ

COMBINED MILITARY SERVICES MUSEUM

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COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

The trustees present their annual report and financial statements for the year ended 31 August 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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 2019).

Objectives and activities

The main objects of the charity are to display its collection for the education of the general public, and to preserve its collection for the benefit of future generations.

The charity will co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives and to exchange information and advice with them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees are very grateful for all the efforts of the volunteers throughout the year. Excellent work has been carried out restoring the museum external tank and missile exhibits, making them first class exhibits once again.

Achievements and performance

The Charity has set up a new CIO charity - Combined Military Services Collection. No. 1196112 and the intention is for this charity to hold the collection and its duty is: To advance the education of the public by increasing access to and appreciation of The CMSM Collections of UK military artefacts and documents across the UK, and for their conservation, preservation and restoration. The original CMSM charity continues to operate and acts as the operational side of the charities function.

During the current financial period the Museum has reduced its costs to offset the high energy bills it has been facing. It has relied heavily on volunteers to help man the museum, and has been successful in receiving funds for the loan of artefacts for international exhibitions to assist with cashflow.

Visitor numbers have been slowly improving during this financial period and are now back to similar levels to that achieved prior to the Covid-19 pandemic

Overall the trustees are very satisfied with the museum's activities and the charity's performance during the financial year.

Financial review

The trustees believe that the year end position and financial performance during the year are satisfactory. At the balance sheet date total funds were £2,161,834 (2022 - £2,187,574). Of these funds £236,171 (2022 - £249,674) relates to restricted funds.

A deficit of £25,740 (2022 - £3,503) has been returned for the year. This reflects the conclusion of much of the funding received following the Covid pandemic to help the museum survive during this period when it had to close for significant periods of time. Additionally funding received in the previous period to help with the digitisation of records has been fully utilised and that project completed.

The charity has also taken the opportunity to invest in updating some of its procedures and policies, which has resulted in the museum being awarded accreditation again, which reflects the good work of the staff and Trustees during this period.

COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

Most of the funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The only exception to this is the lottery grant which is primarily to fund the extension of the museum and has been treated accordingly.

The levels of reserves have so far been determined by external factors as the charity becomes established, but it is expected that reserves will be determined by the need to keep a minimum level of operating working capital, especially with regard to unrestricted funds. Restricted funds are not expected to be liquid as they are likely to be tied up in the freehold building.

The trustees have examined the charity's requirements for reserves and have established a policy that unrestricted reserves should be sufficient to cover at least six months of the charity's expenditure.

The Museum's main sources of income are derived from admissions and associated sales at the Museum, supplemented by grant funding and donations.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The charity is constituted by Deed of Trust dated 29th August 1996 and its registered number is 1058595.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R Wooldridge
Dr D A Pullen
Mr J M Hulott
Dr V E Ashworth te Velde
Mrs A A J Percival-Borley

The existing trustees make appointments of new trustees when deemed necessary in order to perform the trust's objectives effectively. Potential trustees are selected on the basis of their relevant background and experience and are expected to actively support and further the charity's work.

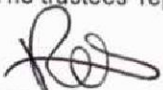
The trustees meet on a regular basis in order to discuss relevant matters relating to the charity. Important decisions are reached at these meetings and communicated to the staff and other interested parties.

Public benefit

The object of the Combined Military Services Museum is to display its collection for the education of the general public. The trustees are very pleased with the work having been carried out this year in line with the charity's objects.

The trustees have read the guidance issued by the Charity Commission and consider that they are in full compliance.

The trustees' report was approved by the Board of Trustees.



.....
Mr R Wooldridge
Trustee

Date: 10/06/24

COMBINED MILITARY SERVICES MUSEUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMBINED MILITARY SERVICES MUSEUM

I report to the trustees on my examination of the financial statements of Combined Military Services Museum (the charity) for the year ended 31 August 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Robert Anderson FCA

Azets Audit Services

3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ
United Kingdom

Dated:

COMBINED MILITARY SERVICES MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	36,721	1,000	37,721	15,735	78,084	93,819
Charitable activities	4	37,435	-	37,435	34,053	-	34,053
Other trading activities	5	8,848	-	8,848	7,766	-	7,766
Investments	6	65	-	65	38	-	38
Total income		83,069	1,000	84,069	57,592	78,084	135,676
Expenditure on:							
Raising funds	7	1,470	-	1,470	4,167	-	4,167
Charitable activities	8	92,336	16,003	108,339	69,404	65,608	135,012
Total expenditure		93,806	16,003	109,809	73,571	65,608	139,179
Net outgoing resources before transfers		(10,737)	(15,003)	(25,740)	(15,979)	12,476	(3,503)
Gross transfers between funds		(1,500)	1,500	-	3,813	(3,813)	-
Net expenditure for the year/ Net movement in funds		(12,237)	(13,503)	(25,740)	(12,166)	8,663	(3,503)
Fund balances at 1 September 2022		1,937,900	249,674	2,187,574	1,950,066	241,011	2,191,077
Fund balances at 31 August 2023		1,925,663	236,171	2,161,834	1,937,900	249,674	2,187,574

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

COMBINED MILITARY SERVICES MUSEUM

BALANCE SHEET

AS AT 31 AUGUST 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	13		640,419		644,218
Heritage assets	14		1,513,895		1,488,382
			<u>2,154,314</u>		<u>2,132,600</u>
Current assets					
Stocks	16	3,681		1,354	
Debtors	17	2,045		4,431	
Cash at bank and in hand		5,685		51,666	
			<u>11,411</u>		<u>57,451</u>
Creditors: amounts falling due within one year	18	<u>(3,891)</u>		<u>(2,477)</u>	
Net current assets			<u>7,520</u>		<u>54,974</u>
Total assets less current liabilities			<u>2,161,834</u>		<u>2,187,574</u>
Income funds					
Restricted funds	20		236,171		249,674
Unrestricted funds			1,925,663		1,937,900
			<u>2,161,834</u>		<u>2,187,574</u>

The financial statements were approved by the Trustees on 10/06/24



Mr R Wooldridge
Trustee

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

1 Accounting policies

Charity information

Combined Military Services Museum is a charitable trust and registered at the Charity Commission number 1058595.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	No depreciation is provided
Plant and machinery	10% on reducing balance
Fixtures and fittings	At variable rates on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

No depreciation is provided on the charity's freehold property as the trustees believe that its economic value is substantially higher than its book value and any depreciation would be immaterial. The property will be subject to regular impairment reviews.

1.7 Heritage assets

Heritage assets are initially shown at the cost of the acquired asset. A heritage asset that is recognised initially at its cost may be subsequently carried at a valuation where a charity adopts a policy of carrying its heritage assets (or group of heritage assets) at valuation. Heritage assets are held and maintained principally for their contribution to knowledge and culture and consequently are not considered to have a finite economic life. Consequently no depreciation is charged on heritage assets.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

1 Accounting policies

(Continued)

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Heritage Lottery Fund

The National Lottery fund contributed to the cost of buildings and display cases and the balance on the restricted fund represents the value of those assets acquired less amortisation.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	36,721	-	36,721	11,235	-	11,235
Grants received	-	1,000	1,000	4,500	78,084	82,584
	<u>36,721</u>	<u>1,000</u>	<u>37,721</u>	<u>15,735</u>	<u>78,084</u>	<u>93,819</u>
Grants receivable for core activities						
Arts Council	-	-	-	-	43,084	43,084
Maldon DC	-	-	-	4,000	-	4,000
Other	-	-	-	500	-	500
The Gerry Holdsworth Special Forces Charitable Trust	-	-	-	-	35,000	35,000
Other	-	1,000	1,000	-	-	-
	<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>4,500</u>	<u>78,084</u>	<u>82,584</u>

Grant income of £1,000 (2022 - £82,584) includes Covid-19 funding from Maldon District Council of £0 (2022 - £4,000) and from the Arts Council under their Culture Recovery Fund of £0 (2022 - £43,084) and £0 (2022 - £35,000) from the Gerry Holdsworth Special Forces Charitable Trust.

4 Charitable activities

	2023	2022
	£	£
Admissions income	<u>37,435</u>	<u>34,053</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Shop income	8,848	7,466
Letting and licensing arrangements	-	300
Other trading activities	<u>8,848</u>	<u>7,766</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	<u>65</u>	<u>38</u>

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	<u>1,470</u>	<u>4,167</u>
	<u>1,470</u>	<u>4,167</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

8 Charitable activities

	Charitable Expenditure Heading 1 2023 £	Charitable Expenditure Heading 1 2022 £
Staff costs	70,897	61,651
Depreciation and impairment	3,799	4,221
Rates and water	267	374
Insurance	3,617	2,994
Light and heat	9,822	6,674
Repairs and maintenance	7,573	38,801
Printing and stationery	1,956	3,287
Telephone	1,390	1,007
Advertising	717	5,951
Travel costs	252	397
Sundry costs	4,043	4,490
Bank charges	1,011	973
Consultancy and professional fees	-	1,700
	<u>105,344</u>	<u>132,520</u>
Share of governance costs (see note 9)	2,995	2,492
	<u>108,339</u>	<u>135,012</u>
Analysis by fund		
Unrestricted funds	92,336	69,404
Restricted funds	16,003	65,608
	<u>108,339</u>	<u>135,012</u>

9 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Accountancy	-	2,995	2,995	2,492
	<u>-</u>	<u>2,995</u>	<u>2,995</u>	<u>2,492</u>
Analysed between Charitable activities	-	2,995	2,995	2,492
	<u>-</u>	<u>2,995</u>	<u>2,995</u>	<u>2,492</u>

Governance costs includes payments to the accountants of £1,680 (2022- £1,620) for independent examiners fees.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Museum operations	4	3
	<u> </u>	<u> </u>
Employment costs	2023	2022
	£	£
Wages and salaries	68,775	60,432
Social security costs	706	-
Other pension costs	1,416	1,219
	<u> </u>	<u> </u>
	<u>70,897</u>	<u>61,651</u>

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

13 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Fixtures and fittings £	Total £
Cost				
At 1 September 2022	606,227	47,250	167,540	821,017
At 31 August 2023	606,227	47,250	167,540	821,017
Depreciation and impairment				
At 1 September 2022	-	40,276	136,523	176,799
Depreciation charged in the year	-	697	3,102	3,799
At 31 August 2023	-	40,973	139,625	180,598
Carrying amount				
At 31 August 2023	606,227	6,277	27,915	640,419
At 31 August 2022	606,227	6,974	31,017	644,218

No depreciation is charged on the freehold property because in the opinion of the trustees any such charge would be immaterial.

14 Heritage assets

	£
At 1 September 2022	1,488,382
Purchases	25,513
At 31 August 2023	1,513,895

Heritage assets represent the charity's various display collection and all assets are shown in the financial statements at their cost price.

15 Financial instruments

	2023 £	2022 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	5,848	11,994
Carrying amount of financial liabilities		
Measured at amortised cost	2,987	14,830

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

16 Stocks	2023 £	2022 £
Finished goods and goods for resale	3,681	1,354

The amount of stock recognised as an expense during the period was £1,470 (2022 - £4,167).

17 Debtors	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	1,241	344
Prepayments and accrued income	804	4,087
	<u>2,045</u>	<u>4,431</u>

18 Creditors: amounts falling due within one year	2023 £	2022 £
Trade creditors	1,125	252
Other creditors	2,766	2,225
	<u>3,891</u>	<u>2,477</u>

19 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,416 (2022 - £1,219).

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2023

20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2023 £
Arts Council England - Cultural Recovery Grants	-	43,084	(39,271)	(3,813)	-	-	-	-	-
Heritage Lottery Fund	241,011	-	(2,547)	-	238,464	-	(2,293)	-	236,171
Digitisation of documents	-	35,000	(23,790)	-	11,210	1,000	(13,710)	1,500	-
	241,011	78,084	(65,608)	(3,813)	249,674	1,000	(16,003)	1,500	236,171

The Heritage Lottery Fund represents lottery funding received relating to the purchase of freehold property and various fixtures and fittings. At the balance sheet date the balance on the fund is represented by the net book value of these assets.

During the Covid-19 pandemic the charity received various Arts Council Recovery grants to spend on supporting the Museum return to operate on a viable and sustainable basis after the disruption caused by the pandemic.

The Gerry Holdsworth Special Forces Charitable Trust funding is to help with digitising the records and artefacts that relate to SOE and Special Forces held by the museum.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2023

21 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 August 2023 are represented by:						
Tangible assets	404,248	236,171	640,419	405,754	238,464	644,218
Heritage assets	1,513,895	-	1,513,895	1,488,382	-	1,488,382
Current assets/(liabilities)	7,520	-	7,520	43,764	11,210	54,974
	<u>1,925,663</u>	<u>236,171</u>	<u>2,161,834</u>	<u>1,937,900</u>	<u>249,674</u>	<u>2,187,574</u>

22 Related party transactions

Transactions with related parties

During the year, the charity received donations of £20,000 (2022 - £nil) from one of its trustees, Mr R Wooldridge.

COMBINED MILITARY SERVICES MUSEUM

England & Wales - Charity number 1058595

Accounts

Charity registration number 1058595

COMBINED MILITARY SERVICES MUSEUM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

COMBINED MILITARY SERVICES MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr R Wooldridge
Dr D A Pullen
Mr J M Hulott
Dr V E Ashworth te Velde
Mrs A A J Percival-Borley

Charity number

1058595

Registered office

Station Road
Maldon
Essex
CM9 4LQ

Independent examiner

Azets Audit Services
3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

COMBINED MILITARY SERVICES MUSEUM

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Balance sheet	5
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COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "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 2019).

Objectives and activities

The main objects of the charity are to display its collection for the education of the general public, and to preserve its collection for the benefit of future generations.

The charity will co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives and to exchange information and advice with them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees are very grateful for all the efforts of the volunteers throughout the year. Excellent work has been carried out restoring the museum external tank and missile exhibits, making them first class exhibits once again.

Achievements and performance

The Covid Pandemic meant the closure of the Combined Military Services Museum. During this period, the Museum's Governance was reviewed and it was decided to move to a CIO Charity and appoint new trustees. This new charity is now set up and will shortly be operational and will replacing the original charity no 1058595,

During the current financial period the Museum has continued to use funding from the Arts Council Cultural Recovery Fund to mitigate the effects of the Covid Pandemic. The Musuem was also successful in gaining funding from the Gerry Holdsworth Trust to help digitise its vast collection of documents and launch a virtual musuem.

Visitor numbers have been slowly improving during this financial period and are now back to similar levels to that achieved prior to the Covid-19 pandemic

Overall the trustees are very satisfied with the museum's activities and the charity's performance during the financial year.

Financial review

The trustees believe that the year end position and financial performance during the year are satisfactory. At the balance sheet date total funds were £2,187,574(2021 - £2,191,077). Of these funds £249,674 (2021 - £241,011) relates to restricted funds.

A deficit of £3,503 (2021 - £31,422 surplus) has been returned for the year. This reflects the conclusion of much of the funding received over the last two years during the Covid pandemic to help the museum survive during this period when it had to close for significant periods of time. The charity has also taken the opportunity to invest in updating some of its proceures and carrying out some much needed repairs to the musuem and its facilities.

Most of the funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The only exception to this is the lottery grant which is primarily to fund the extension of the museum and has been treated accordingly.

The levels of reserves have so far been determined by external factors as the charity becomes established, but it is expected that reserves will be determined by the need to keep a minimum level of operating working capital, especially with regard to unrestricted funds. Restricted funds are not expected to be liquid as they are likely to be tied up in the freehold building.

The trustees have examined the charity's requirements for reserves and have established a policy that unrestricted reserves should be sufficient to cover at least six months of the charity's expenditure.

COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

The Museum's main sources of income are derived from admissions and associated sales at the Museum, supplemented by grant funding and donations.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

These financial statements cover a period when the Covid 19 pandemic was still a major factor affecting visitor numbers as the general public started to return to normal activities.

To aid an increase in footfall a series of events and grant applications have been made to enable the museum to receive funds to operate. The Trustees are confident in these plans and the positive impact they will have on the museum going forward.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The charity is constituted by Deed of Trust dated 29th August 1996 and its registered number is 1058595.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R Wooldridge
Dr D A Pullen
Mr J M Hulott
Dr V E Ashworth te Velde
Mrs A A J Percival-Borley

The existing trustees make appointments of new trustees when deemed necessary in order to perform the trust's objectives effectively. Potential trustees are selected on the basis of their relevant background and experience and are expected to actively support and further the charity's work.

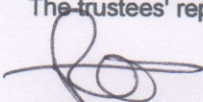
The trustees meet on a regular basis in order to discuss relevant matters relating to the charity. Important decisions are reached at these meetings and communicated to the staff and other interested parties.

Public benefit

The object of the Combined Military Services Museum is to display its collection for the education of the general public. The trustees are very pleased with the work having been carried out this year in line with the charity's objects.

The trustees have read the guidance issued by the Charity Commission and consider that they are in full compliance.

The trustees' report was approved by the Board of Trustees.


.....
Mr R Wooldridge
Trustee

Date: 1/06/23

COMBINED MILITARY SERVICES MUSEUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMBINED MILITARY SERVICES MUSEUM

I report to the trustees on my examination of the financial statements of Combined Military Services Museum (the charity) for the year ended 31 August 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



Robert Anderson FCA

Azets Audit Services

3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ
United Kingdom

Dated:12/6/23.....

COMBINED MILITARY SERVICES MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
Income and endowments from:							
Donations and legacies	3	15,735	78,084	93,819	73,410	26,200	99,610
Charitable activities	4	34,053	-	34,053	17,489	-	17,489
Other trading activities	5	7,766	-	7,766	4,680	-	4,680
Investments	6	38	-	38	22	-	22
Other income	7	-	-	-	29,000	-	29,000
Total income		57,592	78,084	135,676	124,601	26,200	150,801
Expenditure on:							
Raising funds	8	4,167	-	4,167	2,229	-	2,229
Charitable activities	9	69,404	65,608	135,012	87,584	29,566	117,150
Total expenditure		73,571	65,608	139,179	89,813	29,566	119,379
Net (outgoing)/incoming resources before transfers		(15,979)	12,476	(3,503)	34,788	(3,366)	31,422
Gross transfers between funds		3,813	(3,813)	-	(775)	775	-
Net (expenditure)/income for the year/ Net movement in funds		(12,166)	8,663	(3,503)	34,013	(2,591)	31,422
Fund balances at 1 September 2021		1,950,066	241,011	2,191,077	1,916,053	243,602	2,159,655
Fund balances at 31 August 2022		1,937,900	249,674	2,187,574	1,950,066	241,011	2,191,077

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

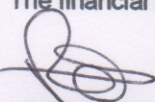
COMBINED MILITARY SERVICES MUSEUM

BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	13		644,218		648,439
Heritage assets	14		1,488,382		1,473,147
			<u>2,132,600</u>		<u>2,121,586</u>
Current assets					
Stocks	16	1,354		2,914	
Debtors	17	4,431		10,784	
Cash at bank and in hand		51,666		68,479	
			<u>57,451</u>	<u>82,177</u>	
Creditors: amounts falling due within one year	18	(2,477)		(12,686)	
Net current assets			<u>54,974</u>		<u>69,491</u>
Total assets less current liabilities			<u>2,187,574</u>		<u>2,191,077</u>
Income funds					
Restricted funds	20		249,674		241,011
Unrestricted funds			1,937,900		1,950,066
			<u>2,187,574</u>		<u>2,191,077</u>

The financial statements were approved by the Trustees on 01/06/23



 Mr R Wooldridge
 Trustee

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

Charity information

Combined Military Services Museum is a charitable trust and registered at the Charity Commission number 1058595.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	No depreciation is provided
Plant and machinery	10% on reducing balance
Fixtures and fittings	At variable rates on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

No depreciation is provided on the charity's freehold property as the trustees believe that its economic value is substantially higher than its book value and any depreciation would be immaterial. The property will be subject to regular impairment reviews.

1.7 Heritage assets

Heritage assets are initially shown at the cost of the acquired asset. A heritage asset that is recognised initially at its cost may be subsequently carried at a valuation where a charity adopts a policy of carrying its heritage assets (or group of heritage assets) at valuation. Heritage assets are held and maintained principally for their contribution to knowledge and culture and consequently are not considered to have a finite economic life. Consequently no depreciation is charged on heritage assets.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Heritage Lottery Fund

The National Lottery fund contributed to the cost of buildings and display cases and the balance on the restricted fund represents the value of those assets acquired less amortisation.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	11,235	-	11,235	1,046	-	1,046
Grants received	4,500	78,084	82,584	72,364	26,200	98,564
	<u>15,735</u>	<u>78,084</u>	<u>93,819</u>	<u>73,410</u>	<u>26,200</u>	<u>99,610</u>
Grants receivable for core activities						
HMRC Job Retention Scheme	-	-	-	12,110	-	12,110
Arts Council	-	43,084	43,084	41,519	26,200	67,719
Maldon DC	4,000	-	4,000	18,735	-	18,735
Other	500	-	500	-	-	-
The Gerry Holdsworth Special Forces Charitable Trust	-	35,000	35,000	-	-	-
	<u>4,500</u>	<u>78,084</u>	<u>82,584</u>	<u>72,364</u>	<u>26,200</u>	<u>98,564</u>

Grant income of £82,584 (2021 - £98,564) includes amounts received under the HMRC JRS scheme of £0 (2021 - £12,110), Covid-19 funding from Maldon District Council of £4,000 (2021 - £18,735) and from the Arts Council under their Culture Recovery Fund of £43,084 (2021 - £72,959) and £35,000 from the Gerry Holdsworth Special Forces Charitable Trust.

4 Charitable activities

	2022	2021
	£	£
Admissions income	<u>34,053</u>	<u>17,489</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Shop income	7,466	4,680
Letting and licensing arrangements	300	-
	<hr/>	<hr/>
Other trading activities	7,766	4,680
	<hr/> <hr/>	<hr/> <hr/>

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	38	22
	<hr/>	<hr/>

7 Other income

	Total	Unrestricted funds
	2022	2021
	£	£
Net gain on disposal of tangible fixed assets	-	29,000
	<hr/>	<hr/>

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	4,167	2,229
	<hr/>	<hr/>
	4,167	2,229
	<hr/> <hr/>	<hr/> <hr/>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

9 Charitable activities

	2022 £	2021 £
Staff costs	61,651	37,044
Depreciation and impairment	4,221	4,690
Rates and water	374	192
Insurance	2,994	2,963
Light and heat	6,674	4,990
Repairs and maintenance	38,801	28,379
Printing and stationery	3,287	3,982
Telephone	1,007	976
Advertising	5,951	16,028
Travel costs	397	119
Sundry costs	4,490	3,110
Bank charges	973	656
Consultancy and professional fees	1,700	11,825
	<u>132,520</u>	<u>114,954</u>
Share of governance costs (see note 10)	2,492	2,196
	<u>135,012</u>	<u>117,150</u>
Analysis by fund		
Unrestricted funds	69,404	87,584
Restricted funds	65,608	29,566
	<u>135,012</u>	<u>117,150</u>

10 Support costs

	Support costs £	Governance costs £	2022		Governance costs £	2021 £
			Support costs £	£		
Accountancy	-	2,492	2,492	-	2,196	2,196
	<u>-</u>	<u>2,492</u>	<u>2,492</u>	<u>-</u>	<u>2,196</u>	<u>2,196</u>
Analysed between						
Charitable activities	-	2,492	2,492	-	2,196	2,196
	<u>-</u>	<u>2,492</u>	<u>2,492</u>	<u>-</u>	<u>2,196</u>	<u>2,196</u>

Governance costs includes payments to the accountants of £1,680 (2021- £1,620) for independent examiners fees.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

12 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Museum operations	3	2
	<u> </u>	<u> </u>
Employment costs	2022	2021
	£	£
Wages and salaries	60,432	37,023
Social security costs	-	(604)
Other pension costs	1,219	625
	<u> </u>	<u> </u>
	<u>61,651</u>	<u>37,044</u>

There were no employees whose annual remuneration was more than £60,000.

13 Tangible fixed assets

	Land and buildings	Plant and machinery	Fixtures and fittings	Total
	£	£	£	£
Cost				
At 1 September 2021	606,227	47,250	167,540	821,017
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 August 2022	606,227	47,250	167,540	821,017
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Depreciation and impairment				
At 1 September 2021	-	39,501	133,077	172,578
Depreciation charged in the year	-	775	3,446	4,221
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 August 2022	-	40,276	136,523	176,799
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Carrying amount				
At 31 August 2022	606,227	6,974	31,017	644,218
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 August 2021	606,227	7,749	34,463	648,439
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

No depreciation is charged on the freehold property because in the opinion of the trustees any such charge would be immaterial.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

14 Heritage assets

	£
At 1 September 2021	1,473,147
Purchases	15,235
	<hr/>
At 31 August 2022	1,488,382
	<hr/> <hr/>

Heritage assets represent the charity's various display collection and all assets are shown in the financial statements at their cost price.

15 Financial instruments	2022 £	2021 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	5,848	11,994
	<hr/>	<hr/>
Carrying amount of financial liabilities		
Measured at amortised cost	2,987	14,830
	<hr/>	<hr/>
16 Stocks	2022 £	2021 £
Finished goods and goods for resale	1,354	2,914
	<hr/>	<hr/>
17 Debtors	2022 £	2021 £
Amounts falling due within one year:		
Other debtors	344	8,166
Prepayments and accrued income	4,087	2,618
	<hr/>	<hr/>
	4,431	10,784
	<hr/>	<hr/>
18 Creditors: amounts falling due within one year	2022 £	2021 £
Trade creditors	252	5,103
Other creditors	2,225	7,583
	<hr/>	<hr/>
	2,477	12,686
	<hr/>	<hr/>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

19 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,219 (2021 - £625).

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				Balance at 31 August 2022 £
	Balance at 1 September 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Transfers £	
Arts Council England - Cultural Recovery Grant3	-	-	-	-	-	43,084	(39,271)	(3,813)	-
Arts Council England - Cultural Recovery Grant2	-	26,200	(26,975)	775	-	-	-	-	-
Heritage Lottery Fund	243,602	-	(2,589)	-	241,011	-	(2,547)	-	238,464
Gerry Holdsworth Special Forces CT	-	-	-	-	-	35,000	(23,790)	-	11,210
	<u>243,602</u>	<u>26,200</u>	<u>(29,564)</u>	<u>775</u>	<u>241,011</u>	<u>78,084</u>	<u>(65,608)</u>	<u>(3,813)</u>	<u>249,674</u>

The Heritage Lottery Fund represents lottery funding received relating to the purchase of freehold property and various fixtures and fittings. At the balance sheet date the balance on the fund is represented by the net book value of these assets.

During the Covid-19 pandemic the charity received various Arts Council Recovery grants to spend on supporting the Museum return to operate on a viable and sustainable basis after the disruption caused by the pandemic.

The Gerry Holdsworth Special Forces Charitable Trust funding is to help with digitising the records and artefacts that relate to SOE and Special Forces held by the museum.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

21 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 August 2022 are represented by:						
Tangible assets	405,754	238,464	644,218	407,428	241,011	648,439
Heritage assets	1,488,382	-	1,488,382	1,473,147	-	1,473,147
Current assets/(liabilities)	43,764	11,210	54,974	69,491	-	69,491
	<u>1,937,900</u>	<u>249,674</u>	<u>2,187,574</u>	<u>1,950,066</u>	<u>241,011</u>	<u>2,191,077</u>

22 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

COMBINED MILITARY SERVICES MUSEUM

England & Wales - Charity number 1058595

Accounts

COMBINED MILITARY SERVICES MUSEUM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

COMBINED MILITARY SERVICES MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr R Wooldridge
Mr D Wooldridge
Mr G Wooldridge

Charity number

1058595

Registered office

Station Road
Maldon
Essex
CM9 4LQ

Independent examiner

Azets Audit Services
3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

COMBINED MILITARY SERVICES MUSEUM

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Balance sheet	5
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COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees present their report and financial statements for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "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 2019)".

Objectives and activities

The main objects of the charity are to display its collection for the education of the general public, and to preserve its collection for the benefit of future generations.

The charity will co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives and to exchange information and advice with them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees are very grateful for all the efforts of the volunteers throughout the year. Excellent work has been carried out restoring the museum external tank and missile exhibits, making them first class exhibits once again.

Achievements and performance

The trustees are very pleased with the museum's progress during the last year despite the obvious impacts of Covid-19 which again resulted in the museum being forced to close for part of the year. CMSM is internationally recognised for the importance of its collections and we are now working with both French, Spanish and German national museums on future exhibitions.

Visitor numbers have been lower than normal due to the pandemic, but are still at acceptable levels considering the circumstances.

Overall the trustees are very satisfied with the museum's activities and the charity's performance during the financial year.

Financial review

The trustees believe that the year end position and financial performance during the year are satisfactory. At the balance sheet date total funds were £2,191,079 (2020 - £2,159,655). Of these funds £241,013 (2020 - £243,602) relates to restricted funds.

A surplus of £31,424 (2020 - £26,257) has been returned for the year and this partly reflects the various Covid-19 funding received by the Museum to support it through the unprecedented times the pandemic resulted in.

Most of the funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The only exception to this is the lottery grant which is primarily to fund the extension of the museum and has been treated accordingly.

The levels of reserves have so far been determined by external factors as the charity becomes established, but it is expected that reserves will be determined by the need to keep a minimum level of operating working capital, especially with regard to unrestricted funds. Restricted funds are not expected to be liquid as they are likely to be tied up in the freehold building.

The trustees have examined the charity's requirements for reserves and have established a policy that unrestricted reserves should be sufficient to cover at least six months of the charity's expenditure.

COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

As in the previous year these financial statements cover a period when the museum was forced to close as a result of the Covid 19 pandemic and these times have given the opportunity for the trustees to take stock of the situation and move things forward.

A plan has been developed to rebrand the museum in order to increase footfall and grant applications have been successful to enable the museum to receive funds to enable this plan to develop. The Trustees are confident in these plans and the positive impact they will have on the museum going forward.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The charity is constituted by Deed of Trust dated 29th August 1996 and its registered number is 1058595.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R Wooldridge
Mr D Wooldridge
Mr G Wooldridge

The existing trustees make appointments of new trustees when deemed necessary in order to perform the trust's objectives effectively. Potential trustees are selected on the basis of their relevant background and experience and are expected to actively support and further the charity's work.

The trustees meet on a regular basis in order to discuss relevant matters relating to the charity. Important decisions are reached at these meetings and communicated to the staff and other interested parties.

Decisions are made by consensus by the trustees at the trustees' meetings.

Public benefit

The object of the Combined Military Services Museum is to display its collection for the education of the general public. The trustees are very pleased with the work having been carried out this year in line with the charity's objects.

The trustees have read the guidance issued by the Charity Commission and consider that they are in full compliance.

The trustees' report was approved by the Board of Trustees.

.....
Mr R Wooldridge

Trustee

Dated:

COMBINED MILITARY SERVICES MUSEUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMBINED MILITARY SERVICES MUSEUM

I report to the trustees on my examination of the financial statements of Combined Military Services Museum (the charity) for the year ended 31 August 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Robert Anderson FCA
Azets Audit Services

3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

Dated:

COMBINED MILITARY SERVICES MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	3	73,410	26,200	99,610	71,442	-	71,442
Charitable activities	4	17,489	-	17,489	12,922	-	12,922
Other trading activities	5	4,680	-	4,680	3,291	-	3,291
Investments	6	22	-	22	27	-	27
Other income	7	29,000	-	29,000	-	-	-
Total income		124,601	26,200	150,801	87,682	-	87,682
<u>Expenditure on:</u>							
Raising funds	8	2,229	-	2,229	2,386	-	2,386
Charitable activities	9	87,584	29,566	117,150	55,652	3,387	59,039
Total resources expended		89,813	29,566	119,379	58,038	3,387	61,425
Net incoming/(outgoing) resources before		34,788	(3,366)	31,422	29,644	(3,387)	26,257
Gross transfers between funds		(775)	775	-	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		34,013	(2,591)	31,422	29,644	(3,387)	26,257
Fund balances at 1 September 2020		1,916,053	243,602	2,159,655	1,886,409	246,989	2,133,398
Fund balances at 31 August 2021		1,950,066	241,011	2,191,077	1,916,053	243,602	2,159,655

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

COMBINED MILITARY SERVICES MUSEUM

BALANCE SHEET

AS AT 31 AUGUST 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	13		648,439		653,129
Heritage assets	14		1,473,147		1,461,348
			<u>2,121,586</u>		<u>2,114,477</u>
Current assets					
Stocks	16	2,914		2,229	
Debtors	17	10,784		5,848	
Cash at bank and in hand		68,479		40,088	
			<u>82,177</u>		<u>48,165</u>
Creditors: amounts falling due within one year	18	(12,686)		(2,987)	
Net current assets			<u>69,491</u>		<u>45,178</u>
Total assets less current liabilities			<u>2,191,077</u>		<u>2,159,655</u>
Income funds					
Restricted funds	20		241,011		243,602
Unrestricted funds			1,950,066		1,916,053
			<u>2,191,077</u>		<u>2,159,655</u>

The financial statements were approved by the Trustees on

.....
Mr R Wooldridge
Trustee

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

Charity information

Combined Military Services Museum is a charitable trust and registered at the Charity Commission number 1058595.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Charities Act 2011 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	No depreciation is provided
Plant and machinery	10% on reducing balance
Fixtures and fittings	At variable rates on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

No depreciation is provided on the charity's freehold property as the trustees believe that its economic value is substantially higher than its book value and any depreciation would be immaterial. The property will be subject to regular impairment reviews.

1.7 Heritage assets

Heritage assets are initially shown at the cost of the acquired asset. A heritage asset that is recognised initially at its cost may be subsequently carried at a valuation where a charity adopts a policy of carrying its heritage assets (or group of heritage assets) at valuation. Heritage assets are held and maintained principally for their contribution to knowledge and culture and consequently are not considered to have a finite economic life. Consequently no depreciation is charged on heritage assets.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

1.14 Heritage Lottery Fund

The National Lottery fund contributed to the cost of buildings and display cases and the balance on the restricted fund represents the value of those assets acquired less amortisation.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2021	2021	2021	2020
	£	£	£	£
Donations and gifts	1,046	-	1,046	15,751
Grants receivable	72,364	26,200	98,564	55,691
	<u>73,410</u>	<u>26,200</u>	<u>99,610</u>	<u>71,442</u>
Grants receivable for core activities				
Covid 19 grant	-	-	-	25,000
National Heritage	-	-	-	19,700
HMRC Job Retention Scheme	12,110	-	12,110	10,991
Arts Council Cultural Recovery Fund	41,519	26,200	67,719	-
Maldon DC	18,735	-	18,735	-
	<u>72,364</u>	<u>26,200</u>	<u>98,564</u>	<u>55,691</u>

Grant income of £98,564 (2020 - £55,691) includes amounts received under the HMRC JRS scheme of £12,110 (2020 - £10,881), Covid-19 funding from Maldon District Council of £18,735 and from the Arts Council under their Culture Recovery Fund of £67,719. The first Arts Council grant of £41,519 was to cover core costs whilst the Museum was closed as a result of the pandemic, the second grant for £26,200 was to help with the Museum reopening and investment in IT equipment and developing the Museum's social media profile. The previous year the charity had received Covid-19 related grant income from the Arts Council and National Heritage Fund.

COMBINED MILITARY SERVICES MUSEUM
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2021

4 Charitable activities

	2021	2020
	£	£
Admissions income	<u>17,489</u>	<u>12,922</u>

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Shop income	<u>4,680</u>	<u>3,291</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	<u>22</u>	<u>27</u>

7 Other income

	Unrestricted funds	Total
	2021	2020
	£	£
Net gain on disposal of tangible fixed assets	<u>29,000</u>	<u>-</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Merchandise and refreshments	2,229	2,386
	<u>2,229</u>	<u>2,386</u>

9 Charitable activities

	2021	2020
	£	£
Staff costs	37,044	33,711
Depreciation and impairment	4,690	5,211
Rates and water	192	209
Insurance	2,963	2,801
Light and heat	4,990	4,670
Repairs and maintenance	28,379	7,231
Printing and stationery	3,982	228
Telephone	976	555
Advertising	16,028	156
Travel costs	119	119
Sundry costs	3,110	1,070
Bank charges	656	582
Consultancy and professional fees	11,825	-
	<u>114,954</u>	<u>56,543</u>
Share of governance costs (see note 10)	2,196	2,496
	<u>117,150</u>	<u>59,039</u>
Analysis by fund		
Unrestricted funds	87,584	55,652
Restricted funds	29,566	3,387
	<u>117,150</u>	<u>59,039</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

10 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy	-	2,196	2,196	-	2,496	2,496
	<u>-</u>	<u>2,196</u>	<u>2,196</u>	<u>-</u>	<u>2,496</u>	<u>2,496</u>
	-	2,196	2,196	-	2,496	2,496
	<u>-</u>	<u>2,196</u>	<u>2,196</u>	<u>-</u>	<u>2,496</u>	<u>2,496</u>
Analysed between Charitable activities	-	2,196	2,196	-	2,496	2,496
	<u>-</u>	<u>2,196</u>	<u>2,196</u>	<u>-</u>	<u>2,496</u>	<u>2,496</u>

Governance costs includes payments to the auditors of £1,620 (2020- £1,620) for independent examiners fees.

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Museum operations	<u>2</u>	<u>3</u>

Employment costs

	2021	2020
	£	£
Wages and salaries	37,023	32,570
Social security costs	(604)	604
Other pension costs	625	537
	<u>37,044</u>	<u>33,711</u>

There were no employees whose annual remuneration was £60,000 or more.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

13 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Fixtures and fittings £	Total £
Cost				
At 1 September 2020	606,227	47,250	167,540	821,017
At 31 August 2021	606,227	47,250	167,540	821,017
Depreciation and impairment				
At 1 September 2020	-	38,640	129,248	167,888
Depreciation charged in the year	-	861	3,829	4,690
At 31 August 2021	-	39,501	133,077	172,578
Carrying amount				
At 31 August 2021	606,227	7,749	34,463	648,439
At 31 August 2020	606,227	8,610	38,292	653,129

No depreciation is charged on the freehold property because in the opinion of the trustees any such charge would be immaterial.

14 Heritage assets

	£
At 1 September 2020	1,461,348
Purchases	11,799
At 31 August 2021	1,473,147

Heritage assets represent the charity's various display collection and all assets are shown in the financial statements at their cost price.

15 Financial instruments

	2021 £	2020 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	5,848	11,994
Carrying amount of financial liabilities		
Measured at amortised cost	2,987	14,830

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

16	Stocks	2021	2020
		£	£
	Finished goods and goods for resale	2,914	2,229
		<u> </u>	<u> </u>
17	Debtors	2021	2020
		£	£
	Amounts falling due within one year:		
	Other debtors	8,166	2,384
	Prepayments and accrued income	2,618	3,464
		<u> </u>	<u> </u>
		10,784	5,848
		<u> </u>	<u> </u>
18	Creditors: amounts falling due within one year	2021	2020
		£	£
	Trade creditors	5,103	472
	Other creditors	7,583	2,515
		<u> </u>	<u> </u>
		12,686	2,987
		<u> </u>	<u> </u>

19 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £625 (2020 - £537).

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds			
	Incoming resources	Balance at 1 September 2020	Incoming resources	Resources expended	Transfers	Balance at 31 August 2021
	£	£	£	£	£	£
Arts Council England - Cultural Recovery Grant2	-	-	26,200	(26,975)	775	-
Heritage Lottery Fund	-	243,602	-	(2,591)	-	241,011
	<u>-</u>	<u>243,602</u>	<u>26,200</u>	<u>(29,566)</u>	<u>775</u>	<u>241,011</u>

The restricted fund represents lottery funding received relating to the purchase of freehold property and various fixtures and fittings. At the balance sheet date the balance on the fund is represented by the net book value of these assets.

During the year the Charity received funding from Arts Council England under the Cultural Recovery Fund to help with the reopening of the Museum after the Covid 19 pandemic and invest in new IT infrastructure and equipment and to help with the development of the social media profile of the Museum.

21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 August 2021 are represented by:						
Tangible assets	407,428	241,011	648,439	409,527	243,602	653,129
Heritage assets	1,473,147	-	1,473,147	1,461,348	-	1,461,348
Current assets/(liabilities)	69,491	-	69,491	45,178	-	45,178
	<u>1,950,066</u>	<u>241,011</u>	<u>2,191,077</u>	<u>1,916,053</u>	<u>243,602</u>	<u>2,159,655</u>

22 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

During the year the charity received donations without conditions totalling £0 (2020 - £10,000) from the trustees.

COMBINED MILITARY SERVICES MUSEUM

England & Wales - Charity number 1058595

Accounts

**COMBINED MILITARY SERVICES MUSEUM
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

COMBINED MILITARY SERVICES MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr R Wooldridge Mr D Wooldridge Mr G Wooldridge
Charity number	1058595
Registered office	Station Road Maldon Essex CM9 4LQ
Independent examiner	Azets Audit Services 3Mc Middlemarch Business Park Siskin Drive Coventry CV3 4FJ

COMBINED MILITARY SERVICES MUSEUM

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Balance sheet	5
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COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

The trustees present their report and financial statements for the year ended 31 August 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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 2019)".

Objectives and activities

The main objects of the charity are to display its collection for the education of the general public, and to preserve its collection for the benefit of future generations.

The charity will co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objectives and to exchange information and advice with them.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees are very grateful for all the efforts of the volunteers throughout the year. Excellent work has been carried out restoring the museum external tank and missile exhibits, making them first class exhibits once again.

Achievements and performance

The trustees are very pleased with the museum's progress during the last year despite the obvious impacts that Covid-19 has had. CMSM is internationally recognised for the importance of its collections and we are now working with both French and German national museum on future exhibitions.

Visitor numbers have continued to grow steadily, especially with an increase in school visits which is very encouraging.

Overall the trustees are very satisfied with the museum's activities and the charity's performance during the financial year.

Financial review

The trustees believe that the year end position and financial performance during the year are satisfactory. At the balance sheet date total funds were £2,159,655 (2019 - £2,133,398). Of these funds £243,602 (2019 - £246,989) relates to restricted funds.

A surplus of £26,257 (2019 deficit £41,754) has been returned for the year and this partly reflects the various Covid-19 funding received by the Museum to support it through the unprecedented times the pandemic resulted in.

Most of the funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. The only exception to this is the lottery grant which is primarily to fund the extension of the museum and has been treated accordingly.

The levels of reserves have so far been determined by external factors as the charity becomes established, but it is expected that reserves will be determined by the need to keep a minimum level of operating working capital, especially with regard to unrestricted funds. Restricted funds are not expected to be liquid as they are likely to be tied up in the freehold building.

The trustees have examined the charity's requirements for reserves and have established a policy that unrestricted reserves should be sufficient to cover at least six months of the charity's expenditure

COMBINED MILITARY SERVICES MUSEUM

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

During the period of these accounts being compiled the Museum has been closed for a three month period due to Covid 19. During this time it has been an opportunity for the trustees to take stock of the situation and move things forward.

A plan has been developed to rebrand the museum in order to increase footfall. We have also applied for four grants to support the museum through the current times and ensure long term viability. Three grants have been successful, and we await news on the final application. The Trustees are confident that we can emerge from the lockdown and move forward in positive manner.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The charity is constituted by Deed of Trust dated 29th August 1996 and its registered number is 1058595.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr R Wooldridge

Mr D Wooldridge

Mr G Wooldridge

The existing trustees make appointments of new trustees when deemed necessary in order to perform the trust's objectives effectively. Potential trustees are selected on the basis of their relevant background and experience and are expected to actively support and further the charity's work.

The trustees meet on a regular basis in order to discuss relevant matters relating to the charity. Important decisions are reached at these meetings and communicated to the staff and other interested parties.

Decisions are made by consensus by the trustees at the trustees' meetings.

Public benefit

The object of the Combined Military Services Museum is to display its collection for the education of the general public. The trustees are very pleased with the work having been carried out this year in line with the charity's objects.

The trustees have read the guidance issued by the Charity Commission and consider that they are in full compliance.

The trustees' report was approved by the Board of Trustees.



Mr R Wooldridge

Trustee

Dated: 11/06/21

COMBINED MILITARY SERVICES MUSEUM

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMBINED MILITARY SERVICES MUSEUM

I report to the trustees on my examination of the financial statements of Combined Military Services Museum (the charity) for the year ended 31 August 2020.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



Robert Anderson FCA
Azets Audit Services

3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

Dated: 14/6/2021

COMBINED MILITARY SERVICES MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Income from:							
Donations and legacies	3	71,442	-	71,442	13,162	-	13,162
Charitable activities	4	12,922	-	12,922	30,955	-	30,955
Other trading activities	5	3,291	-	3,291	6,515	-	6,515
Investments	6	27	-	27	83	-	83
Total income		87,682	-	87,682	50,715	-	50,715
Expenditure on:							
Raising funds	7	2,386	-	2,386	3,657	-	3,657
Charitable activities	8	55,652	3,387	59,039	85,049	3,763	88,812
Total resources expended		58,038	3,387	61,425	88,706	3,763	92,469
Net income/(expenditure) for the year/							
Net movement in funds		29,644	(3,387)	26,257	(37,991)	(3,763)	(41,754)
Fund balances at 1 September 2019		1,886,409	246,989	2,133,398	1,924,400	250,752	2,175,152
Fund balances at 31 August 2020		1,916,053	243,602	2,159,655	1,886,409	246,989	2,133,398

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


COMBINED MILITARY SERVICES MUSEUM

BALANCE SHEET

AS AT 31 AUGUST 2020

	Notes	2020		2019	
		£	£	£	£
Fixed assets					
Tangible assets	12		653,129		658,340
Heritage assets	13		1,461,348		1,471,415
			<u>2,114,477</u>		<u>2,129,755</u>
Current assets					
Stocks	15	2,229		1,627	
Debtors	16	5,848		11,994	
Cash at bank and in hand		40,088		4,852	
		<u>48,165</u>		<u>18,473</u>	
Creditors: amounts falling due within one year	17	<u>(2,987)</u>		<u>(14,830)</u>	
Net current assets			45,178		3,643
Total assets less current liabilities			<u>2,159,655</u>		<u>2,133,398</u>
Income funds					
Restricted funds	19		243,602		246,989
Unrestricted funds			1,916,053		1,886,409
			<u>2,159,655</u>		<u>2,133,398</u>

The financial statements were approved by the Trustees on 11/06/21


.....
Mr R Wooldridge
Trustee

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

Charity information

Combined Military Services Museum is a charitable trust and registered at the Charity Commission number 1058595.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

In early March 2020, the Covid-19 virus was declared a global pandemic. Business continuity, including supply chains and consumer demand across a number of industries and countries could be severely impacted for months or more, as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic.

The trustees monitor the ever changing situation and continue to evaluate the charity's ability to continue to operate on an ongoing and foreseeable basis.

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	No depreciation is provided
Plant and machinery	10% on reducing balance
Fixtures and fittings	At variable rates on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

No depreciation is provided on the charity's freehold property as the trustees believe that its economic value is substantially higher than its book value and any depreciation would be immaterial. The property will be subject to regular impairment reviews.

1.7 Heritage assets

Heritage assets are initially shown at the cost of the acquired asset. A heritage asset that is recognised initially at its cost may be subsequently carried at a valuation where a charity adopts a policy of carrying its heritage assets (or group of heritage assets) at valuation. Heritage assets are held and maintained principally for their contribution to knowledge and culture and consequently are not considered to have a finite economic life. Consequently no depreciation is charged on heritage assets.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Heritage Lottery Fund

The National Lottery fund contributed to the cost of buildings and display cases and the balance on the restricted fund represents the value of those assets acquired less amortisation.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Donations and gifts	15,751	13,162
Grants receivable for core activities	55,691	-
	<u>71,442</u>	<u>13,162</u>
Grants receivable for core activities		
Covid 19 grant	25,000	-
National Heritage	19,700	-
HMRC Job Retention Scheme	10,991	-
	<u>55,691</u>	<u>-</u>

COMBINED MILITARY SERVICES MUSEUM
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

4 Charitable activities

	2020	2019
	£	£
Admissions income	12,922	30,955

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Shop income	3,291	6,515

6 Investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Interest receivable	27	83

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	2,386	3,657
	<u>2,386</u>	<u>3,657</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

8 Charitable activities

	2020 £	2019 £
Staff costs	33,711	63,395
Depreciation and impairment	5,211	5,790
Rates and water	209	421
Insurance	2,801	3,872
Light and heat	4,670	5,171
Repairs and maintenance	7,231	3,999
Printing and stationery	228	215
Telephone	555	576
Advertising	156	739
Travel costs	119	518
Sundry costs	1,070	873
Bank charges	582	1,063
	<u>56,543</u>	<u>86,632</u>
Share of governance costs (see note 9)	2,496	2,180
	<u>59,039</u>	<u>88,812</u>
Analysis by fund		
Unrestricted funds	55,652	85,049
Restricted funds	3,387	3,763
	<u>59,039</u>	<u>88,812</u>

9 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Accountancy	-	2,496	2,496	-	2,180	2,180
	<u>-</u>	<u>2,496</u>	<u>2,496</u>	<u>-</u>	<u>2,180</u>	<u>2,180</u>
Analysed between Charitable activities	-	2,496	2,496	-	2,180	2,180
	<u>-</u>	<u>2,496</u>	<u>2,496</u>	<u>-</u>	<u>2,180</u>	<u>2,180</u>

Governance costs includes payments to the accountants of £1,620 (2019- £1,560) for independent examiners fees.

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Museum operations	3	4
Employment costs	2020	2019
	£	£
Wages and salaries	32,570	61,537
Social security costs	604	1,091
Other pension costs	537	767
	<u>33,711</u>	<u>63,395</u>

There were no employees whose annual remuneration was £60,000 or more.

12 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Fixtures and fittings £	Total £
Cost				
At 1 September 2019	606,227	47,250	167,540	821,017
At 31 August 2020	<u>606,227</u>	<u>47,250</u>	<u>167,540</u>	<u>821,017</u>
Depreciation and impairment				
At 1 September 2019	-	37,683	124,994	162,677
Depreciation charged in the year	-	957	4,254	5,211
At 31 August 2020	<u>-</u>	<u>38,640</u>	<u>129,248</u>	<u>167,888</u>
Carrying amount				
At 31 August 2020	<u>606,227</u>	<u>8,610</u>	<u>38,292</u>	<u>653,129</u>
At 31 August 2019	<u>606,227</u>	<u>9,567</u>	<u>42,546</u>	<u>658,340</u>

No depreciation is charged on the freehold property because in the opinion of the trustees any such charge would be immaterial.

COMBINED MILITARY SERVICES MUSEUM
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2020

13 Heritage assets

	£
At 1 September 2019	
Purchases	1,471,415
Disposals	2,388
	<u>(12,455)</u>
At 31 August 2020	<u><u>1,461,348</u></u>

Heritage assets represent the charity's various display collection and all assets are shown in the financial statements at their cost price.

14 Financial instruments

	2020 £	2019 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	5,848	11,994
	<u>5,848</u>	<u>11,994</u>
Carrying amount of financial liabilities		
Measured at amortised cost	2,987	14,830
	<u>2,987</u>	<u>14,830</u>

15 Stocks

	2020 £	2019 £
Finished goods and goods for resale	2,229	1,627
	<u>2,229</u>	<u>1,627</u>

16 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Other debtors	5,848	11,994
	<u>5,848</u>	<u>11,994</u>

17 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	472	12,696
Other creditors	2,515	2,134
	<u>2,987</u>	<u>14,830</u>

COMBINED MILITARY SERVICES MUSEUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2020

18 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £537 (2019 - £767).

19 Restricted funds

The restricted fund represents lottery funding received relating to the purchase of freehold property and various fixtures and fittings. At the balance sheet date the balance on the fund is represented by the net book value of these assets.

20 Analysis of net assets between funds

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total 2020 £	Restricted funds 2019 £	Unrestricted funds 2019 £	Total 2019 £
Fund balances at 31 August 2020 are represented by:						
Tangible assets	243,842	409,287	653,129	246,989	411,351	658,340
Heritage assets	-	1,461,348	1,461,348	-	1,471,415	1,471,415
Current assets/(liabilities)	-	45,178	45,178	-	3,643	3,643
	<u>243,842</u>	<u>1,915,813</u>	<u>2,159,655</u>	<u>246,989</u>	<u>1,886,409</u>	<u>2,133,398</u>

21 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

During the year the charity received donations without conditions totalling £10,000 (2019 - £12,500) from the trustees.