THE PRIEST'S HOUSE MUSEUM TRUST

England & Wales · Charity number 1068540

Details

Status	Registered
Legal form	Charitable company
Company number	03488337
Registered	1998-03-10
Register	View on the Charity Commission register

Contact

Address	Museum Trust 23-29 High Street Wimborne Minster Dorset BH21 1HR
Phone	01202882533
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Website	www.museumofeastdorset.co.uk

Activities

Objects: 4.1.1 TO ADVANCE EDUCATION FOR THE PUBLIC BENEFIT, IN PARTICULAR BUT NOT EXCLUSIVELY IN ARCHAEOLOGY, ETHNOLOGY, SOCIAL HISTORY, NATURAL HISTORY AND KINDRED SCIENCES, PAINTING AND ARTS AND CRAFTS, ESPECIALLY IN RELATION TO THE TOWN AND DISTRICT OF WIMBORNE MINSTER AND THE TOWNS AND VILLAGES OF EAST DORSET, AS TOLD THROUGH THEIR HERITAGE, LANDSCAPES AND PEOPLE.4.1.2 TO PROVIDE AND MAINTAIN A MUSEUM AND INFORMATION SERVICE AT THE PROPERTY KNOWN AS THE PRIEST?S HOUSE IN WIMBORNE MINSTER OR OTHER SUCH BUILDINGS.

Activities: The Museum saves, cares for and uses local heritage artefacts to tell the story of the people of East Dorset. The Museum offers an extensive learning programme with family activities and children's events regularly organised throughout the year. A regular temporary exhibition programme shares local stories and history. The Priest's House Museum Trust trades as the Museum of East Dorset.

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Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** WIMBORNE MINSTER AND THE COUNTY OF DORSET
- Dorset

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£242,312	£409,414	-	-
2024-03-31	£312,555	£471,865	-	-
2023-03-31	£359,977	£334,608	-	-
2022-03-31	£296,410	£473,376	-	-
2021-03-31	£610,899	£463,254	£2,561,293	8

Trustees

Name	Role	Appointed
David Morgan		2012-06-29
Jeremy Francis Mills		2018-12-13
Jonathan Charles Greenwood		2023-12-05
Sara Louise Marshall		2014-12-18
Sarah Newman		2020-11-26
Susan Anne Cook		2015-11-26
Susan Anne Revill		2024-12-03
VANESSA ANNE JOSEPH		2020-06-12

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THE PRIEST'S HOUSE MUSEUM TRUST

England & Wales - Charity number 1068540

Accounts

THE PRIEST'S HOUSE MUSEUM TRUST

Report of the Trustees
for the Year Ended 31 March 2025

Family fun at the museum with plenty of dressing up opportunities.

The Priest's House Museum Trust

Report of the Trustees
for the Year Ended 31 March 2025

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Report of the Trustees
for the Year Ended 31 March 2025

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The Trustees have adopted the provisions of 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) (January 2022).

OBJECTIVES AND ACTIVITIES

The Charity's purposes are set out in the objects contained in the Memorandum and Articles of Association of the Priest's House Museum Trust. The Trust's objects are:

1) To advance education for the public benefit, in particular but not exclusively in the archaeology, ethnology, social history, natural history and kindred spirits, painting and arts and crafts, especially in relation to the town and district of Wimborne Minster and the towns and villages of East Dorset, as told through their heritage, landscapes and people;

2) To provide and maintain a museum and information service at the property known as the Priest's House in Wimborne Minster or such other buildings, and in pursuit of that object:

   to borrow and loan artefacts and archives relating to the area;
   to manage, document, conserve and safeguard the museum collections and holdings;
   to exhibit, interpret and provide public access to the museum collections and holdings;
   to provide learning experiences and activities for the public;
   to provide exhibitions, conferences, workshops and other events;
   to research, promote and publish studies of the area;
   to provide an information service to the public.

Public benefit

The Board of Trustees has referred to the Charity Commission's general guidance on public benefit when reviewing the museum's aims and objectives and in planning activities. In particular, the Board considers how planned activities will contribute to the aims and objectives set out in the museum's Forward Plan.

INTRODUCTION

The Museum of East Dorset is the cultural hub and place to visit to learn more about the history of the area. It is an Arts Council England Accredited Museum. Its collections include rare and unique exhibits of local and national significance, which preserve and celebrate the culture and stories of the local people from prehistory to the present day.

The Museum of East Dorset rightly has a reputation for excellence in its schools' programmes. It engages with the local community through changing exhibitions, events and outreach, and offers enjoyment, learning and inspiration to visitors of all ages.

The museum and information centre are housed in a Grade II* listed building, which dates from Tudor times, with its own heritage-planted walled garden. The museum is located opposite the Minster Church in Wimborne.

VISION, MISSION, VALUES

Vision

Hilda Coles' vision for her museum, 1960:
"... in the best sense of the word, a 'live' museum - a centre of education and culture, continually changing its displays and appealing to children as well as to adults" (*Western Gazette,* 2 December 1960).

Vision 2021 - 2025
We aspire to celebrate our rich heritage through a vibrant museum and cultural hub which connects people with the past and offers enjoyment, learning and inspiration to visitors of all ages.

Mission

To become a dynamic heritage and cultural centre for all, and a quality attraction in the area.

We will achieve this through the following objectives:

1. Provide a compelling value-for-money experience for all ages which generates repeat visits and recommendations.
2. Help people to discover, share and engage with the stories of East Dorset on site and digitally
3. Improve collections care, management and knowledge
4. Develop our understanding and relationship with different communities in East Dorset and beyond
5. Diversify/increase income streams from Museum of East Dorset and East Dorset Information Centre
6. Ensure staff and volunteers are appreciated and supported to effectively deliver their roles
7. Improve efficiency of operations, ensuring key processes, procedures and information are readily accessible.

Values and behaviours

- Celebrate East Dorset's heritage and culture by providing a sense of community and place
- Deliver a WOW experience through our museum services for all ages
- Embrace change; be open-minded to the possibilities it brings
- Create welcoming and safe spaces of interaction, participation and engagement - face to face and online
- Be imaginative and innovative; create fun wherever possible
- Offer authentic, knowledge-based growth and learning opportunities
- Build open and honest relationships which respect people, through communications
- Build a positive team spirit with all stakeholders
- Be accessible and inclusive in all we do
- Stay true to Hilda's vision to be there for future generations

STRATEGY AND ACHIEVEMENTS

Following the completion of the Revival Project, and the end of the National Lottery Heritage Fund grant which funded four posts, the museum undertook a review of the staff structure. This ensured there were clear role definitions and a structure that supports efficient museum operations. While the external environment presents ongoing challenges, especially for museums, we must remain a flexible and adaptable organisation, making strategic adjustments as needed to ensure the museum's long-term success.

In autumn 2025, a new four-year Business Plan will be approved, addressing our funding challenges and providing a new direction to achieve the financial sustainability of the museum. We will apply for a new grant from the National Lottery Heritage Fund to fund a Fundraising Consultant. It is vital we have a comprehensive Fundraising Strategy for the museum, to address current limitations and ensure the museum has the necessary funds to deliver the Trust's charitable objectives, now and in the future.

The Trust will continue to align its aims with those of its key strategic partners: Dorset Council, Arts Council England and the National Lottery Heritage Fund. The museum is grateful for the financial contribution it receives from Dorset Council through the Service Level Agreement, which provides vital funds to support our work.

A new admission policy was introduced in May 2024. All tickets become annual passes, allowing the museum to capitalise fully on the Gift Aid scheme. The move to annual passes also enabled us to set higher prices, whilst remaining competitive with other attractions in the area, which produced positive results for visitor income. To ensure we were not creating a barrier to visiting, we included a comprehensive concessions ticket which gives a discounted price for those of state pension age, those receiving means-tested benefits, Blue Light card holders, students and members of the Armed Forces community.

In February 2025, despite challenges, the museum again received the silver award in the highly competitive Dorset Tourism Awards *Small Visitor Attraction of the Year* category. This came with extremely positive feedback from the judging process:

"The Museum of East Dorset is an outstanding regional museum that offers a blend of historical depth, interactive learning and community engagement. The attention to detail in the exhibits, along with the interactive and family-friendly features, enhances the historic setting and creates

a welcoming atmosphere for visitors of all ages. Staff members and volunteers deserve recognition for their enthusiasm and willingness to share local insights, which add a personal touch to the experience. The museum should be praised for its efforts to connect with the community, preserving East Dorset's history while fostering a sense of shared heritage and pride among its visitors."

People

The 2024/25 financial year saw a period of significant transition for our dedicated team of staff and volunteers. There were considerable staffing changes, not all of which could be anticipated as some team members left for personal reasons or career progression. Despite this situation, we continued to operate our award-winning museum, learning and community engagement programmes.

Staff

This reporting period saw substantial evolution in our staffing structure. With the Business and Visitor Experience Manager moving on in June 2024, it took time to decide on the right skills and experience to deliver what was now needed to support the museum. Following the departure of our Visitor Experience and Operations Officer in February, we finally welcomed our Operations and Visitor Experience Manager in a newly created role.

Unfortunately, due to rising costs, our Learning and Community Engagement Officer was made redundant and we shifted to a role with less responsibility and hours. A new Learning & Family Assistant was recruited. Our Events Officer moved on. A new role of Programming Officer was created to implement a strategic shift from one-off events to seasonal programming focused on school holidays and key events in the calendar year. We also welcomed a new Commercial Supervisor and a new Finance Manager.

We are currently recruiting for a new Collections & Experience Manager following their departure for personal reasons and ongoing health challenges at the end of March 2025.

The museum started working with an experienced marketing freelancer to help us promote the museum, including our social media presence. Within one month, more press coverage was generated than we had achieved since the museum reopened in 2020. Today, marketing messages are aligned to the museum's strategy and audiences.

Volunteers

The museum's continued success also hinges on nearly 120 volunteers, who generously contributed 15,972 hours of their time to help us achieve our vision and deliver the Trust's charitable objectives. We especially relied on our volunteers to support the museum during all the staff changes. We are truly grateful for their unwavering commitment and flexibility.

We remain committed to fostering a strong volunteer programme that offers a variety of opportunities and is open to all. Through volunteering, individuals can:

- Utilise and develop valuable skills
- Make a positive impact
- Become part of a vibrant museum community
- Enhance their personal well-being

This year, we created several new volunteer roles including Museum Makers - creative crafters who support seasonal programming. With advice from a highly skilled volunteer, we have started work on our offer to groups visiting the museum. The Research Team has been expanded to support exhibition research, including new research on hidden histories in our collections. (These are stories which are not often told, about people in minority or disempowered and discriminated-against groups.) An Alumni Group has been formed, to support former volunteers who wish to continue to maintain their connection with the museum, and in recognition of their service.

New training and development programmes for volunteers now include:

- Health & Safety and manual handling
- Security procedures and lone working policies
- Safeguarding
- Disability Awareness

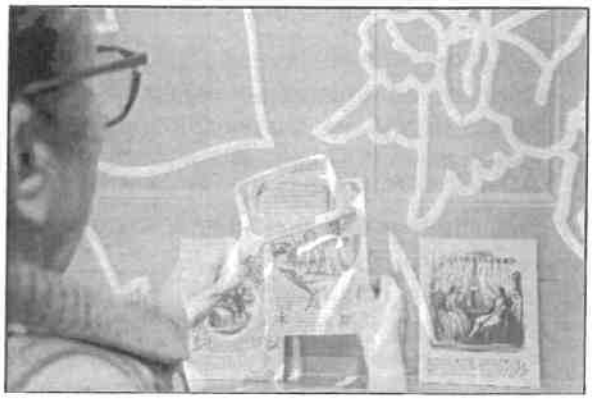
Congratulations to our Garden Team which won the Volunteer Team of the Year award from Volunteer Centre Dorset. This accolade acknowledges their exceptional contribution to the museum and its beautiful garden. We are very proud of them.

A particular thank you to our 'volunteer' Volunteer Development Officer for her tireless work to improve our volunteer programme, develop and deliver new training sessions, and for her willingness to be involved in other projects across the museum.

Equality, Diversity and Inclusion (EDI)

The museum is firmly committed to fostering an environment that is welcoming and accessible to everyone. We believe that the stories and experiences we share should resonate with all members of our community, regardless of background, ability, or identity. We aim to continuously improve the experience for visitors, beneficiaries and team members. Highlights from this year include:

Accessibility



- Installation of high-contrast stair treads on visitor staircases to support those with vision impairments.
- Completion of Large Print Guides for the museum, created through the dedicated work of a volunteer and tested by members of the Wimborne Macular Degeneration Society.

- Initial work on creating "relaxed" visits specifically designed to support individuals who might otherwise be unable to visit, such as those who are neurodiverse. The museum applied to the Dorset Council's Culture and Community Grant for funding and was awarded a full grant. As part of the grant requirements, the museum needed to fundraise 20% of the total project cost. We received a generous £500 anonymous donation to support this, plus £120 from a local group.
- Creation of a Sensory Map to support those who are neurodiverse, by showing which areas of the museum are likely to be noisy, bright, dark or have strong smells. This allows visitors to opt out of areas which might be triggering or to prepare for how those spaces will feel.
- Two donors provided funding for our first-ever Braille guide, which should be completed by the end of 2025, the 200th anniversary of Braille.
- We also received a donation for walking stick seats, which are particularly beneficial for those who might only be able to walk a short distance before needing to sit down.

> *"Inclusive, interactive, accessible and fun! We attended a clay workshop, and it was excellent. My neurodiverse tribe enjoyed the freedom of the garden and exploring the museum as well as the planned activities. The volunteers were friendly and made every effort to engage and encourage the children.*
>
> *The museum itself is wheelchair accessible to all floors and is hands-on. My children particularly enjoyed the schoolroom and the ironmongers. Video installations, touch screen information points, hunts, quizzes, dress-up opportunities too. We will definitely be coming back."*
>
> *Euan's Guide, August 2023.*

Inclusive programming

- Recommendations for inclusive recruitment have been created and are being used for staff, volunteer and trustee recruitment. The museum has also signed up as an Age-Friendly Employer and has a Level 2 in the Disability Confident Employer Scheme.
- Introduction of diverse skin-tone colouring materials for events and learning activities.
- Addition of diverse and disabled Barbie dolls to school loan boxes, including a Chelsea (child doll) who uses a wheelchair, a Ken doll with a prosthetic leg, and a black Barbie with Down's Syndrome.
- In June, we celebrated Armed Forces Day for the first time. In partnership with Wimborne Town Council, we offered the Armed Forces community free museum entry along with a complimentary drink and cake from the Tea Room. The local Royal British Legion attended and had a stall. We hope to continue growing our work with the Armed Forces community in future, as Dorset has one of the highest numbers of any county in the UK.

Museum Development South West's *Growing Together* programme

- Following the success of last year's Museum Development South West's programme *Travelling Together*, the museum has joined the next stage programme, *Growing Together*. The programme continues to deliver on the positives from last year, with opportunities for sharing across museums and learning from others.
- The museum will receive a £5,000 grant from the programme in 2025/26, which will be used to ensure diversity and demographic data of all our users and beneficiaries are captured. This data will allow us to understand in more detail who currently benefits from our work and who may be missing out, allowing us to target our programmes and projects more effectively and deliver greater social impact.
- The museum's Director has become a project Champion for the new programme. for which the museum received a £500 stipend. This included the delivery of a second session of last year's peer network titled 'Not just ramps and lifts: improving accessibility for busy museums' to a diverse audience of museum staff and volunteers across the southwest region (and beyond).

Holiday and Food Activity sessions

The museum has successfully delivered further Holiday and Food Activity (HAF) sessions, funded by Dorset Council. Two sessions were held over the summer, where children made either a clay sea creature or a flapping seagull puppet. Just before Christmas, we delivered another popular session, the first time we have held a HAF session outside of summer. On this occasion, the children made clay penguins and reindeer with artist Debbie Clarke, participated in a sensory food session with the Friendly Food Club, and were given a hot pizza lunch from Piccolo Mondo. The museum also provided each child with a bag of Christmas presents worth £45, including Lego and Christmas squishies. They could also choose from a selection of second-hand donated books, toys and gift items.

Wimborne Foodbank+

In summer, with funding from Dorset Council's Culture and Community Fund, we created and delivered 40 high-quality art packs to distribute to children via the Foodbank. These packs were extremely popular and included a booklet with art projects inspired by the museum's collection, created by local artist Julie Herring, and free family entry to the museum for a year.

At Christmas, we trialled a present scheme where customers could purchase a gift from the museum's shop to be donated to the Foodbank. 74 individual items were donated in this way, including items purchased from two donations, totalling £145, specifically for this initiative. We intend to continue the scheme next year, starting earlier and with better promotion.

Community Engagement

Wimborne Town of Culture 2026

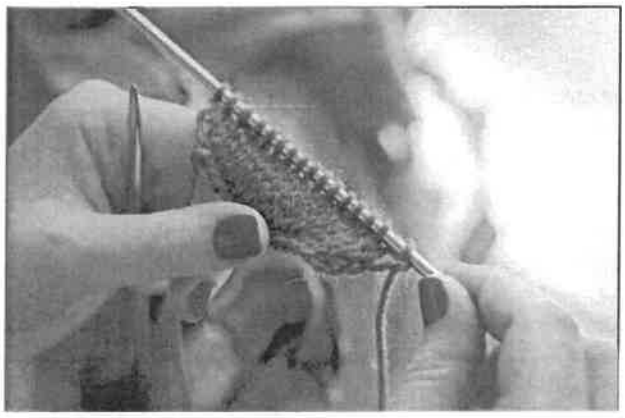
Dorset Town of Culture is county-wide initiative established by the Arts Development Company. The scheme gives a town, village, or hamlet in Dorset the opportunity to deliver a year of 'extraordinary cultural activity'. The winning town receives £30,000 from Dorset Council, which is then match-funded by their Town Council. The museum's Director played a key role in Wimborne's successful bid to become Town of Culture 2026. She acted as the Vice-Chair of the Steering Group and as the Heritage Lead during the preparation of the full application. As part of the bid, she gave a short presentation to the judging panel about the museum's recent access improvements and how the Town of Culture status could encourage further improvements across the town.

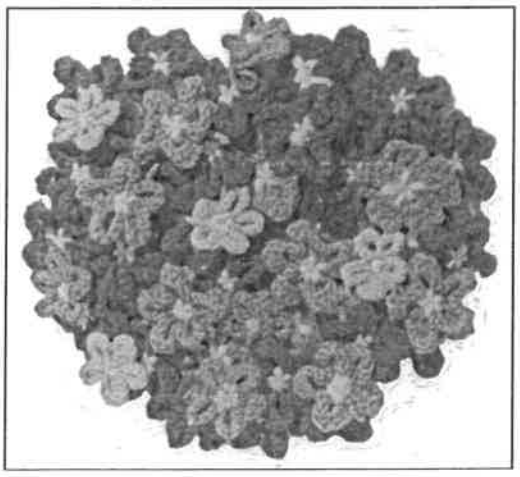
Millstream Theatre

Millstream Theatre is a company of Learning disabled/ Neurodiverse actors from East Dorset and beyond who meet to create original productions using storytelling, movement and drama. Saturday morning drama workshops are run at the museum by Tam Gilbert (Persuasion Arts) and Tony Horitz (State of Play Arts), both experienced community theatre practitioners specialising in disability theatre. This year, the members created a new piece, 'In Harmony', which was performed at both the museum and Dorchester Arts. It centres on a group of characters, chosen by members from paintings, as they try to figure out a way to save their favourite local café, which is threatened with closure by Lord Sugar and Karen Brady. The cabaret style piece, which included singing, poetry and magic, received rave reviews and helped raise funds for the group. Four new members joined the group, which goes from strength to strength.

Forget-me-nots

The museum started a new community project to create a spectacular display of knitted and crocheted forget-me-nots for Dementia Action Week in May. So far, we have received thousands of flowers made by local individuals and groups, with some even being sent from as far away as Lancashire and Scotland. The project is being used as an opportunity to promote the museum's dementia programmes. Thanks to a donation from the Pop Up Garden Group, we have been able to provide wool for those who need it.





Reminiscence and outreach

Reminiscence provides many therapeutic benefits for older people, particularly those living with dementia. It promotes emotional wellbeing, cognitive stimulation and social interaction. The museum offers a range of interactive sessions which are open to all. Members of our award-winning team of experienced volunteers go into the community, visiting day centres, care homes and seniors' clubs as far away as Wareham and St Ives. Around 30 sessions were held in 2024. The use of original objects, photographs, ephemera and music from the museum's collections helps stimulate memories, create sensory experiences and foster meaningful connections. The museum has started adapting the sessions for those who are blind or visually impaired, using scents and tactile objects. These have received great feedback.

"Our wonderful ladies and gents truly enjoyed all the vintage items that you kindly displayed and spoke about. Also, a massive thank you to how you delivered the session; with compassion and understanding around having cognitive impairments. We're very much looking forward to your next visit".

Testimonial from a Care Home Manager.

MUSEUM ACTIVITIES THIS YEAR

Temporary exhibitions

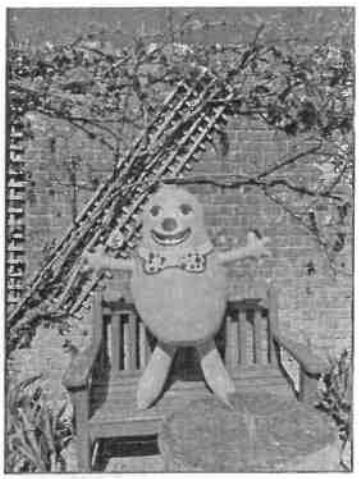
'Rebellion and Revolt' (April - October 2024)

This exhibition, developed in partnership with the English Civil War Society, explored Dorset's turbulent history during the 1640s Civil Wars and 1685 Monmouth Rebellion. The exhibition supported local heritage events, including the English Civil War Society's 'Battle for Wimborne' and the Wimborne Militia's 25th anniversary celebrations. The weekend of the 25th May saw the museum taken over by troops and their families, showcasing Civil War living history. For May half term, we offered families the opportunity to make a free clay mascot, inspired by a 17th-century war dog, with museum entry.

In partnership with Wimborne Militia, renowned British historian Ronald Hutton gave a sell-out talk titled 'Did Monmouth's Rebellion Matter?' exploring the historical significance of the Duke of Monmouth's 1685 rebellion against King James II.

'I Grew Up 90's' (November 2024 - March 2025)

Building on the success of our Star Wars exhibition last year, this bought-in exhibition from curator Max Fox attracted significant family audiences. The exhibition featured over 200 iconic objects from the 1990s, from Britpop memorabilia to Teletubbies, creating powerful intergenerational conversations between parents and children. We even received national press coverage, featuring in the Telegraph, Express, Daily Star and BBC News online.



Voice Gallery displays

'The Art of Nic Rawlings and The Paper Cinema' (Autumn/Winter 2024)

As part of the Dorset Museum Association's 'Inspired by Dorset' campaign, this display celebrated local contemporary artist Nic Rawlings and his innovative fusion of art, puppetry, music, and film. The Paper Cinema company, based at Walford Mill in Wimborne, has been entertaining audiences globally for 20 years, and the display gave an insight into Nic's creative process. The Paper Cinema ran a workshop for four groups of children, who created their own movies, designing and making puppets to tell their story and resulting in spectacular productions.

'Wimborne at War (Spring 2025)

The display, created to mark the 2025 anniversaries of Victory in Europe day and Victory in Japan day, captures the local resilience of the nation during the Second World War. Visitors can see objects, including gas masks and photographs and even a "Mickey Mouse" gas mask for babies. The displays also cover the popular Dig for Victory and Make Do and Mend campaigns, as well as paying tribute to our founder, Hilda Coles, and her military service in the Women's Royal Naval Service.

Learning programme

The Learning Team faced exceptional demand for sessions this year. During the year, we recruited and welcomed a new group of new, enthusiastic volunteers. Together, they have played a key role in delivering memorable experiences for the growing number of schools across the region. In total, we had contact with 3,000 children through loan boxes or visits, many of which were repeat schools.

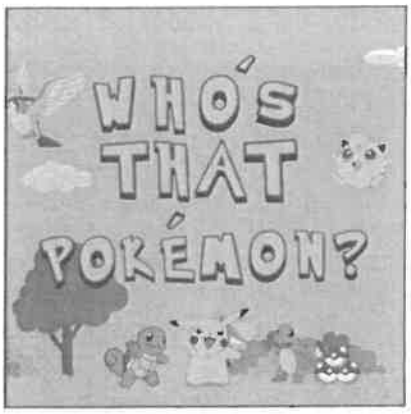
We welcomed three students from local schools on work experience placements this year, and a young volunteer to the Tea Room who was completing their Duke of Edinburgh award. In the coming months, we will be launching our enhanced work experience offer, Youth Action, which was developed in conjunction with Bournemouth and Poole College and a Learning volunteer.

Events

A key strategic decision to transition from one off events to seasonal programming significantly boosted visitor numbers, press coverage and revenue. A diverse array of offerings ranged from educational workshops to fundraising events, all of which contributed to a dynamic and engaging schedule for the local community and visitors.

Seasonal programming

Seasonal programming was a notable success, with school holiday trails from summer onwards offering families a clear reason to return. Trails included summer's 'Pirates, Smugglers and Sandcastles'; the October 'Spooks and Spectres' trail; and 'A Very Dorset Christmas', with the museum decorated for the festive season.



For February half term, our Pokémon trail was a huge success, resulting in our busiest school holiday to date. Many families brought their children along without telling them what they would be doing so they could surprise them.

The Christmas season was particularly busy. Highlights included the ever-popular Christmas Shopping Evening; our 'Visit Santa' sessions welcomed 106 children into an enhanced grotto; and our first ever Visit Santa for Special Educational Needs and Disabilities (SEND) children. The latter received positive feedback with several families mentioning they had never been able to visit Santa before.

Other events

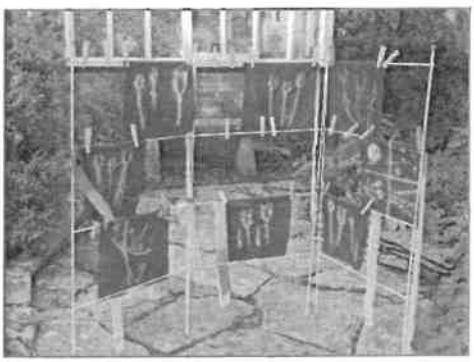
The annual summer fête was a triumph, raising an impressive £1,024 through dedicated volunteer and public support.

A highly anticipated and bespoke Murder Mystery event held in August was a resounding success and saw most guests arriving dressed in 60s-themed attire, making it a truly memorable and well-received experience for all. Created by a local theatre company, the event's narrative was crafted using the rich history of the museum and the surrounding area. All 60 tickets were quickly sold out, and the event achieved the highest-ever bar sales of any event for the museum, taking in £265.

A new partnership was formed with Dorset Rural Music service, with 'Caprice of Fancy', an evening with Violinist, Emma-Marie Kabanova and Guitarist, Colin Thompson. They performed music for classical guitar and violin by Paganini and his early 19th century contemporaries.

In September, the museum's historic house was included in the Dorset Architectural Heritage Week programme.

Workshops



The museum continued to foster community engagement and lifelong learning through its art and craft workshop programme. Existing favourites such as fused glass and mosaic workshops remained extremely popular and new workshops were introduced like Cold Porcelain flowers and the Japanese art of Shibori. The annual Fundraising Quiz sold out, raising a total of £300 through ticket sales and the bar.

Paranormal Investigations

Paranormal visits remained popular in 2024/25, encouraging new audiences to visit the museum.

OTHER ACTIVITIES

Collections

Disposal and rationalisation

Significant progress was made in collections disposal, with items from off-site storage at Child Okeford being offered to other museums, and remaining items being sold through a local auctioneer who kindly waived their auction fee. Disposals are a healthy part of collections management, and we follow the ethical disposals procedure set out by the Museums Association.

Conservation projects

In the attic, volunteers continued to work on checking and cleaning items in our costume collection to reduce pest infestations. Up-skilled volunteers have taken on general pest checks for the museum as well as the management of our relative humidity data loggers.

Other activities in Collections include the ongoing digitisation of the museum's photographic archive and the cataloguing of our artefacts and ephemera on Modes, the museum's collections management software.

Information Centre

East Dorset TIC Ltd, managed by the Trust since January 2014, continues to deliver a quality service of local information to both the community and visitors to the area. The service is combined with the main entrance space to the Museum of East Dorset, which also includes the shop and second-hand bookshop both of which are free to enter. Seasonal decorations and more professional window displays have encouraged visitors to browse and purchase goods.

On the day of the Save the Children parade, we had our most successful Christmas period ever for the shop with takings in a single day exceeding £1,000. Providing samples of Dorset Ginger drinks in the run up to Christmas proved particularly successful, with over 25 bottles sold. Other festive initiatives included 3 for 2 on hanging decorations and a 'spend £50, get a free hamper' offer, which encouraged customers to spend more.

A new range of stock for the *'I Grew Up 90's'* exhibition brought colour and fun to the shop.

We started stocking RADAR keys again, which give disabled people access to locked toilets. We also ensure that the shop includes fidget and sensory items for visitors who may like to purchase them.

Second-hand bookshop

The Second-hand Book Team had an outstanding year, generating almost £12,000 for the museum from donated books. Special events included collectables sales and book valuations, supported by volunteer expertise and specialist knowledge. The shop has developed a strong and very loyal customer base.

Tea Room

The Tea Room is our strongest source of commercial income for the museum, and the staff and volunteers are always ready to greet customers. Outdoor seating has been expanded significantly, with parasols protecting visitors from sun and dog walkers from rain. A trial of locally made sandwiches proved extremely popular, so they have been added to our regular menu. Successful involvement in September's Food Festival, including a talk and tasters, led to excellent sales of over £1,000.

The museum won silver in the hotly contested Café/Restaurant category at the Wimborne Business Awards. We celebrated with an afternoon tea for Tea Room volunteers to thank them for their hard work and commitment.

Garden

Our award-winning Gardening Team continued its exceptional work in maintaining and improving our 100m heritage garden, which always receives such positive feedback from visitors. In 2024/25, they generated £2,691.08, an increase of over £1,100 from last year, from sales of home-grown plants, harvested garden produce and preserves. Their fundraising efforts go towards the upkeep of the garden.

Facilities & compliance

The volunteer Facilities Team has continued to work hard to resolve outstanding health and safety issues and improve compliance issues across the site.

Our 'Green' Team, comprising facilities volunteers, has progressed solar panel investigations, including negotiations with the freeholder, the Governors of Wimborne Minster, and Dorset Council. We are now looking for funding to deliver the project.

Membership scheme

The Trust's existing members have always provided invaluable financial support through their subscriptions and attendance at events. Their support enables key services to be delivered, which enhance the local community and provide real public benefit. Many of our members also support the museum through volunteering, donations, and generously sharing their skills and experience. As some of our biggest advocates locally, members make a real contribution to our work.

FINANCIAL REPORT

Total revenue income of the Trust was £242,313 (2023/24: £312,555). Due to the difficult economic climate and a reduction in grant income available, the total income is lower than in recent years. The museum team is working hard to focus on activities which generate higher income streams, as well as reducing overheads as far as possible without impacting visitor experience, including staff restructuring.

Grants received included:

- Dorset Council £45,000 (2023/24: £70,000)
  From the leisure and tourism team, for cultural development.

- Millstream project £541
  Supporting the running of Millstream Theatre, a company of Learning disabled/Neurodiverse adults.

- HAF grant £1,416
  Dorset Council funding for Holiday and Food Activity (HAF) sessions over summer and Christmas 2024.

- Community & Culture £1,240 (50% of total grant)
  Dorset Council funding to improve inclusion, accessibility and diversity within the museum, including a new sensory shed kitted out to cater for SEND visitors.

The Trust received donations and legacies amounting to £40,698 (2023/24: £32,809). The museum is extremely grateful to the donors for their generous gifts and to all donors, large and small, for their continued support of the museum.

Expenditure on museum activities was £409,414 (2023/24: £471,865).

At the year-end, total unrestricted funds held were £857,663 (2023/24: £930,954). Restricted funds held were £1,225,611 (2023/24: £1,319,422).

Free reserves

Free reserves at the year-end are £66,735 (2023/2024: £289,467). Calculated as unrestricted funds, less designated funds, less fixed assets.

Reserve policy

The Trust aims to maintain unrestricted funds, the free reserves of the Charity, at a level sufficient to ensure that all unrestricted expenditure outstanding at any one time can be met, and to that end in 2023/2024 moved £285K to a designated reserve – this amount has increased to £385K with additional designated funds for new projects as outlined in the strategy. The Trustees thereby have ensured a minimum reserve equal to the estimated fixed costs of running the museum for period of 12 months. A restricted depreciation reserve is in place to cover all future depreciation arising from the result of recent improvements to the premises, following the generous grant for the Revival Project.

Investment policy

The Trust receives an income on an annual basis through entrance fees, donations, charitable activities and other sources. It budgets to expend all anticipated income, whilst maintaining 12 months' operating expenditure in reserves each year. When the Trust's current accounts exceed £150,000 the additional funds will be transferred into investments, balancing the need for access to working capital. Existing investments remain on deposit at the best rate available with organisations authorised by the Financial Conduct Authority and covered by the Financial Services

Compensation Scheme. This year, we will seek a professional Investment Manager to manage the Trust's investment portfolio and create an action plan. Investments, including type of portfolio, will be made in line with the Museum Association's *Code of Ethics*.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Priest's House Museum Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association, and is a registered charity. The members of the museum are subscribing members; in the event of the Trust being wound up, the liability of the guarantee is limited to £10 per member.

Recruitment and appointment of new Trustees

As set out in the Articles of Association, the Trustees retire by rotation and are elected by members attending the Annual General Meeting (AGM). Trustees can co-opt to the Board during the year and seek confirmation at the next AGM. When considering the appointment of a trustee, due regard is given to a balance of skills to ensure that the Board has as wide a knowledge base as possible. The Trust operates an open recruitment policy for trustees with advertisements placed both locally and nationally as required. Trustees are interviewed before an appointment is made.

Organisation structure

The Board of Trustees, which comprises a maximum complement of 10, oversees the administration of the charity and its trading subsidiary. The Board meets at least four times a year to discuss strategy, finance and other important aspects of the charity's business. It employs a full-time Director who has responsibility for the day-to-day activities of the museum and reports back to the Board of Trustees. The Board employs other staff, both full-time and part-time who work with a large number of volunteers.

The Board of Trustees has two sub-committees:

Resources Committee – has delegated responsibility to consider a range of financial and human resource issues.

Visitor Services Committee – has delegated responsibility to consider visitor experience and commercial aspects of the museum operations

The sub-committees meet a minimum of four times a year and report back at each Board meeting, recommending proposals for approval.

Induction of new Trustees

New Trustees will undergo an induction where they will be briefed on their legal obligations under charity and company law. They are provided with the Charity Commission guidance on public benefit, the Memorandum and Articles of Association, previous Trustee meeting minutes, museum strategy and policy documents, and annual budget and recent financial performance of the Trust. They will meet the Director and other staff members and have a tour of the facility. All Trustees can attend training events which will benefit their roles on the Board.

Key management remuneration

Trustees receive no remuneration for time spent on museum matters. Details of any expenses claimed are set out in the financial statements.

Related parties

The Trust has a wholly owned subsidiary: East Dorset TIC Limited (Registered Charity number 8809040), which was established on 1 January 2014 to operate the Tourist Information Centre which had previously been operated by East Dorset District Council. East Dorset TIC Limited transfers any surplus achieved in a financial year to the Priest's House Museum Trust.

Following discussions and extensive legal advice on both sides, the Priest's House Museum Trust became the Corporate Trustee of the Priest's House Museum Collections Trust on 31/12/2024. Both Trusts will continue to operate as separate entities.

Risk management

A risk management strategy is being developed by the Board of Trustees as part of the Business Planning process to ensure that all significant risks facing the Trust are identified, and mitigations put in place where appropriate. This will be included in the Business Plan and approved by the Board in autumn 2025. The Trust's risk status will then be reviewed and reported on a regular basis.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03488337 (England and Wales)

Registered Charity number
1068540

Registered office
23/27 High Street
Wimborne
Dorset BH21 1HR

Trustees
Sara Marshall (Chair)
Sue Cook
Jonathan Greenwood
Vanessa Joseph
Jeremy Mills
David Morgan
Sarah Newman
Mario Roncaglia
Sue Revill (confirmed at AGM on 03/12/2024)

Independent Examiner
Jenifer Richardson FCA, FCCA DChA

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Priest's House Museum Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 17.10.2025 and signed on its behalf by:

Sara L. Marshall

Sara Marshall (Chair)

Independent Examiner's Report to the Trustees of The Priest's House Museum Trust

Independent examiner's report to the trustees of The Priest's House Museum Trust ('the Company')
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report
As the Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement
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:

1.accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2.the accounts do not accord with those records; or
3.the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4.the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

J A Richardson

Miss JA Richardson FCA FCCA DChA

Date 4th November 2025

Statement of Financial Activities (incorporating an Income & Expenditure Account) for the Year Ended 31 March 2025

	Notes	Unrestricted	Restricted	2025 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	3	103,280	16,958	120,238
Charitable activities	4	112,631	-	112,631
Investment income	5	9,443	-	9,443
TOTAL		225,354	16,958	242,312
EXPENDITURE ON				
Raising funds	6	11,205	8,704	19,910
Charitable activities	7	287,685	101,819	389,504
TOTAL		298,890	110,524	409,414
NET (EXPENDITURE)/ INCOME		(73,536)	(93,566)	(167,102)
Transfer between funds		245	(245)	-
Net movement in funds		(73,291)	(93,811)	(167,102)
RECONCILIATION OF FUNDS				
TOTAL FUNDS BROUGHT FORWARD		930,954	1,319,422	2,250,376
TOTAL FUNDS CARRIED FORWARD	18	**857,663**	**1,225,611**	**2,083,274**

The notes form part of these financial statements

Prior year Statement of Financial Activities (incorporating an Income & Expenditure Account) for the Year Ended 31 March 2024

	Notes	Unrestricted	Restricted	2024 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	3	125,819	10,270	136,089
Charitable activities	4	171,293	-	171,293
Investment income	5	5,173	-	5,173
TOTAL		302,285	10,270	312,555
EXPENDITURE ON				
Raising funds	6	31,973	42,625	74,598
Charitable activities	7	256,000	141,267	397,267
TOTAL		287,973	183,892	471,865
NET (EXPENDITURE)/ INCOME		14,312	(173,622)	(159,310)
Transfer between funds		(526)	526	-
Net movement in funds		13,786	(173,096)	(159,310)
RECONCILIATION OF FUNDS				
Total funds brought forward			-	-
TOTAL FUNDS BROUGHT FORWARD		917,168	1,492,518	2,409,686
TOTAL FUNDS CARRIED FORWARD	18	**930,954**	**1,319,422**	**2,250,376**

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2024 is shown in note 17.

The notes form part of these financial statements

Balance Sheet 31 March 2025
Registered Company Number 05574584

	Notes	Unrestricted	Restricted	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible fixed assets	13	7,828	1,119,682	1,127,509	1,233,737
Investments	14	100	-	100	495,100
Total fixed assets		7,928	1,119,682	1,127,609	1,728,837
CURRENT ASSETS					
Debtors	15	73,286	-	73,286	140,409
Investments	16	238,614	-	238,614	-
Cash at bank and in hand		561,967	105,929	667,896	411,158
Total current assets		873,867	105,929	979,796	551,567
CREDITORS					
Amounts falling due within one year	17	(24,132)	-	(24,132)	(30,028)
Net current assets		849,736	105,929	955,665	521,539
NET ASSETS		857,663	1,225,611	2,083,274	2,250,376
FUNDS OF THE CHARITY					
Restricted funds		-	1,225,611	1,225,611	1,319,422
Unrestricted funds		857,663	-	857,663	930,954
TOTAL FUNDS	18	857,663	1,225,611	2,083,274	2,250,376

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.
The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476 of the Companies Act 2006.
The directors acknowledge their responsibilities for
(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 17-10-2025 and were signed on its behalf by:

Sara L. Marshall

Sara Marshall - Chair of Trustees

The notes form part of these financial statements

Notes to the Financial Statements for the Year Ended 31 March 2025

1 LEGAL FORM / CHARITY STATUS

The charity is limited by guarantee, incorporated in the United Kingdom, and consequently does not have share capital. Each of the trustees is liable to contribute an amount no exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office and principle place of business is:
23-27 High Street
Wimborne Minster
Dorset
BH21 1HR

2 ACCOUNTING POLICIES

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparing the financial statements

The Priest's House Museum Trust is a registered charity, registration number 1068540, company number 3488337, registered in the United Kingdom. The address of the charity is given in the reference and administrative details in these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern

In the opinion of the board the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the foreseeable future and therefore the financial statements have been prepared on a going concern basis. The board has considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted net expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

Subsidiary Entity

The East Dorset Tourist Information Centre ("EDTIC") is a fully owned subsidiary of The Priest's House Museum Trust. EDTIC profit of £27,792 (2024: £nil) will be donated to The Priest's House Museum Trust in the subsequent financial period.

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

2 ACCOUNTING POLICIES (continued)

Income and endowments
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies
Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable
Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released. Government grants include funding from Dorset Council.

A grant that becomes receivable as compensation for expenses already incurred will be recognised in the income and expenditure in the same period in which the related expenditure is incurred.

Deferred income
Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income
Investment income is recognised on a receivable basis.

Charitable activities
Income from charitable activities including subscriptions, sales of donated and purchased goods, fundraising income, catering income, rental income and entrance fees, includes income recognised as earned (as the related goods or services are provided).

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

2 ACCOUNTING POLICIES (continued)

Expenditure
All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds
These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

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

Governance costs
These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including professional fees, strategic management and trustees meetings and reimbursed expenses.

Irrecoverable VAT
Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets
Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold buildings and improvements	Over the term of lease
Furniture, fittings and equipment	12.5% straight line basis

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

2 ACCOUNTING POLICIES (continued)

Fixed asset investments
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.
Investments in subsidiaries are measured at cost less impairment.

Trade debtors
Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.
Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Investments held as current assets
Current asset investments comprise amounts held with Charity Bank and Flagstone Investments.

Cash and cash equivalents
Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors
Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure
Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds where the resources are set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations
The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Donations and legacies				
Donations from East Dorset TIC	47,755	-	47,755	18,788
Appeals and donations	5,129	10,855	15,984	2,210
Donations from Priest's House Museum Collection Trust	-	-	-	27,342
Legacies	-	-	-	3,257
Gift Aid	5,397	-	5,397	4,223
Grants, including capital grants				
Government grants	45,000	-	45,000	70,000
Grants	-	6,103	6,103	10,270
	103,280	16,958	120,238	136,089

	2025 £
Restricted Donations and Legacies	
Forge	10,000
MDSW EDI	50
Braille Improvements	475
Pop up garden	380
Restricted Grants	-
HAF	1,416
Millstream project	2,827
Culture and Community relaxed	1,860
Unrestricted Grants	-
SLA	45,000
	62,008

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds General	Total 2025	Total 2024
	£	£	£
Subscriptions	876	876	919
Fundraising income	-	-	-
Catering income	-	-	74,595
Rental income	659	659	15,153
Other income	17,159	17,159	14,547
Disposal of fixed asset	24,277	24,277	-
Entrance fees	69,660	69,660	66,079
	112,631	112,631	171,293

5 INVESTMENT INCOME

	Unrestricted funds General	Total 2025	Total 2024
	£	£	£
Interest receivable on bank deposits	9,443	9,443	5,173
	9,443	9,443	5,173

6 EXPENDITURE ON RAISING FUNDS

a) Costs of generating donations and legacies

	Unrestricted funds General	Restricted funds	Total 2025
	£	£	£
Fundraising costs	11,205	8,704	19,910

	Unrestricted funds General	Restricted funds	Total 2024
	£	£	£
Fundraising costs	31,973	42,625	74,598

7 EXPENDITURE ON CHARITABLE ACTIVITIES

	Total 2025	Total 2024
	£	£
Employment costs	169,336	190,553
Rates and water	558	461
Insurance	4,118	4,355
Light and heat	14,082	11,340
Telephone	489	493
Printing, postage and stationery	1,678	2,051
Advertising	20,612	9,573
Sundries	3,414	1,964
Collection costs	5,583	8,982
Repairs and maintenance	16,617	21,174
Trade subscriptions	8,052	9,055
Travel and subsistence	472	969
Management fees	3,010	3,939
Recruitment	2,372	304
Bank charges	2,240	2,719
Legal and professional fees	15,417	19,745
Depreciation of tangible fixed assets	103,413	105,706
VAT partial exemption	11,502	220
Governance costs (see note below)	6,539	3,664
	389,504	397,267

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

8 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	Unrestricted funds General	Total 2025	Total 2024
	£	£	£
Accountancy fees	6,539	6,539	3,664

The Independent Examination fee of £3,100 (2024: £3,100) is included within accountancy fees.

9 NET INCOMING/OUTGOING RESOURCES

Net incoming/(outgoing) resources for the year include:

	Total 2025	Total 2024
	£	£
Depreciation of fixed assets	103,413	105,706
Independent examiner's fee	3,100	3,664

10 TRUSTEES REMUNERATION AND EXPENSES

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

11 STAFF COSTS

The aggregate payroll costs were as follows:

	2025	2024
	£	£
Staff costs during the year were:		
Wages and salaries	157,387	176,472
Social security costs	7,152	8,705
Pension costs	4,012	4,540
Other staff costs	785	836
	169,336	**190,553**

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2025	2024
	No.	No.
Employees	8	8

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £74,702 (2024 - £95,781).

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

12 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

13 TANGIBLE FIXED ASSETS

	Leasehold Property and Improvements	Tea Room and Office Equipment	Exhibition Fixtures and Fittings	Total
	£	£	£	£
Cost				
At 1 April 2024	1,447,666	74,578	300,525	1,822,769
Additions	-	-	-	-
Disposals	-	(6,425)	-	(6,425)
At 31 March 2025	1,447,666	68,153	300,525	1,816,344
Depreciation				
At 1 April 2024	367,760	62,137	159,136	589,033
Charge for the year	55,936	1,800	45,677	103,413
Eliminated on disposal	-	(3,611)	-	(3,611)
At 31 March 2025	423,696	60,325	204,813	688,835
Net book value				
At 31 March 2025	1,023,970	7,828	95,712	1,127,509
At 31 March 2024	1,079,907	12,441	141,389	1,233,737

Heritage assets

The collections managed and recorded by the Museum are held by The Priest's House Museum Collection Trust and details are disclosed in the financial statements of The Priest's House Museum Collection Trust.

14 FIXED ASSET INVESTMENTS

	2025	2024
	£	£
Investment properties	-	495,000
Shares in group undertaking and participating interests	100	100
	100	495,100

Investment properties

The Investment property was sold in December 2024 a gain on disposal of £24,276 has been included in the income and expenditure account on page 27.

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

14 FIXED ASSET INVESTMENTS (continued)

Shares in group undertakings and participating interests

	Subsidiary undertakings £	Total £
Cost		
At 1 April 2024	100	100
At 31 March 2025	100	100
Net book value		
At 31 March 2025	100	100
At 31 March 2024	100	100

15 DEBTORS

	2025 £	2024 £
Trade debtors	1,178	2,141
Due from group undertakings	23,283	104,560
Prepayments	2,625	2,755
Accrued income	13,306	7,973
VAT recoverable	-	3,269
Other debtors	32,895	19,710
	73,286	140,409

16 CURRENT ASSET INVESTMENTS

	2025 £	2024 £
Charity Bank	86,821	-
Flagstone	151,793	-
	238,614	0

17 CREDITORS: Amounts falling due within one year

	2025 £	2024 £
Trade creditors	7,955	5,864
Other creditors	6,525	5,363
Accruals	7,228	11,755
Deferred income	2,424	7,047
	24,132	30,028

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

18 FUNDS

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds					
General	150,954	201,077	(298,890)	21,522	74,663
Designated					
Capability Reserve	285,000	-	-	100,000	385,000
Bequest of property (Charltons)	495,000	24,277	-	(519,277)	-
Operational Efficiency	-	-	-	120,000	120,000
Signage	-	-	-	20,000	20,000
Retail Profitability	-	-	-	15,000	15,000
Forge Designated Fund	-	-	-	53,000	53,000
Environmental Improvements	-	-	-	90,000	90,000
NLHF Project	-	-	-	100,000	100,000
Total Designated	**780,000**	-	-	**(21,277)**	**783,000**
Total Unrestricted Funds	**930,954**	**201,077**	**(298,890)**	**245**	**857,663**
Restricted					
HAF Education Fund	579	1,416	(1,837)	-	158
HLF Revival Dep'n	1,302,991	-	(101,614)	-	1,201,377
Community and Culture	2,500	-	(2,255)	(245)	-
Reminiscence	578	-	(578)	-	-
Toys from the past	730	-	(730)	-	-
Millstream Project	2,044	2,827	(3,252)	-	1,619
Forge	10,000	10,000	-	-	20,000
Culture and Community Relaxed Grant	-	1,860	(18)	-	1,842
Pop Up Garden Fund	-	380	(50)	-	330
Braille Fund	-	475	(190)	-	285
Total restricted funds	**1,319,422**	**16,958**	**(110,524)**	**(245)**	**1,225,611**
TOTAL FUNDS	**2,250,376**	**218,035**	**(409,414)**	-	**2,083,274**

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds					
General	327,168	302,285	(287,973)	(190,526)	150,954
Designated					
Capability Reserve	95,000	-	-	190,000	285,000
Bequest of property (Charltons)	495,000	-	-	-	495,000
Total	**590,000**	-	-	**190,000**	**780,000**
UNRESTRICTED FUNDS	**917,168**	**302,285**	**(287,973)**	**(526)**	**930,954**
Restricted funds					
Education Fund	-	1,440	(861)	-	579
HLF Revival Depreciation	1,472,228	-	(169,237)	-	1,302,991
Community and Culture	-	2,500	-	-	2,500
Travelling Together	-	2,000	(2,000)		-
Reminiscence	-	1,848	(1,270)	-	578
Toys from the past	-	750	(20)	-	730
Millstream Project	10,629	1,732	(10,318)	-	2,044
AIM	187	-	(187)	-	-
Forge	9,474	-	-	526	10,000
	-	-	-	-	-
Total restricted funds	**1,492,518**	**10,270**	**(183,893)**	**526**	**1,319,422**
TOTAL FUNDS	**2,409,686**	**312,555**	**(471,866)**	-	**2,250,376**

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

18 FUNDS (continued)

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

The New Build Fund including **HLF Revival** funding represents the net book value of leasehold property and improvements and exhibition fixtures and fittings. The remaining fund will be used for restricted depreciation charges on the assets.

Millstream Project - Supporting the running of Millstream Theatre, a company of Learning Disabled adults.

Dorset Council funding to set up outreach **Reminiscence** sessions in care homes and day centres with trained volunteers

Dorset Council funding for three Holiday and Food Activity **(HAF)** sessions over the summer. Sessions were free for those on benefit related free school meals, and included art workshops and a hot lunch.

Funding from Museum Development South West for a filmed British Sign Language tour of the museum and portable hearing loop system for tours. This was part of the **Travelling Together** programme the museum was part of.

Community and Culture Dorset Council funding to create x40 art packs for children who use Wimborne Food Bank. These will include art supplies and a booklet of art activities inspired by the museum and the collection.

Toys from the Past - Funding from Wimborne Rotary and Wimborne Lions to replace/purchase resources used in learning sessions.

Culture and Community Relaxed Grant - Creating new, bespoke experiences for neurodiverse visitors and others who face barriers to visiting.

Pop Up Garden Fund - Donation to support community engagement work, including a community art piece of knitted and crocheted flowers to raise awareness of dementia and the museum's dementia programmes and activities for low-income families.

Braille Fund - To enhance the experience for blind and visually impaired visitors with new Braille resources and interpretation.

Designated funds:

Bequest of property **(Charltons)** represents the value of a property gifted to the Trust and sold during the year. The funds have been redesignated with £21,277 transferred to general funds and the balance is to be invested for the benefit of the Museum including an increase to the capability reserve and designation to new projects outlined in the Business Plan to be implemented from Autumn 2025.

Capability fund represents funds set aside for the running of the Trust for a period of up to 12 months if exceptional circumstances lead to a significant loss of income.

Operational Efficiency - Projects to increase operational efficiency and/or cost savings.

Signage – Improving the visibility of the museum, especially on the High Street.

Retail Profitability – Support to improve the profitability of the shop which in turn will generate additional income for the charity.

Forge designated– match funding for a planned grant application to reopen, conserve and interpret the historic forge.

Environmental Improvements – Reducing the impact of the museum through a prioritised Environmental Action plan.

NLHF Project – match funding for a planned grant application to the National Lottery Heritage Fund.

Notes to the Financial Statements (continued)
for the Year Ended 31 March 2025

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds		Restricted funds	Total funds at 31 March 2025
	General	Designated		
	£	£	£	£
Tangible fixed assets	7,828	-	1,119,682	1,127,509
Fixed asset investments	100	-	-	100
Current assets	90,867	783,000	105,929	979,796
Current liabilities	(24,132)	-	-	(24,132)
Total net assets	74,663	783,000	1,225,611	2,083,274

	Unrestricted funds		Restricted funds	Total funds at 31 March 2024
	General	Designated		
	£	£	£	£
Tangible fixed assets	12,441	-	1,221,296	1,233,737
Fixed asset investments	100	495,000	-	495,100
Current assets	168,441	285,000	98,126	551,567
Current liabilities	(30,028)	-	-	(30,028)
Total net assets	150,954	780,000	1,319,422	2,250,376

20 RELATED PARTY TRANSACTIONS

During the year the charity made the following related party transactions:

The Priest's House Museum Collection Trust

(A charity with The Priest's House Museum Trust as sole Corporate Trustee)
During the year £nil (2024: £27,342) was received in donations from The Priest's House Museum Collection Trust. At the balance sheet date the amount due from The Priest's House Museum Collection Trust was £32,895 (2024 - £19,710).

East Dorset TIC

(Subsidiary)

During the year wages recharges of £7,986 (2024: £14,858) were made to East Dorset TIC.

Taxable profits generated from East Dorset TIC of £8,640 (2023: £nil) are donated to The Priest's House Museum Trust in the subsequent financial year. At the balance sheet date the amount due from East Dorset TIC was £23,283 (2024 - £99,582) following repayment of non-current intercompany debt.

THE PRIEST'S HOUSE MUSEUM TRUST

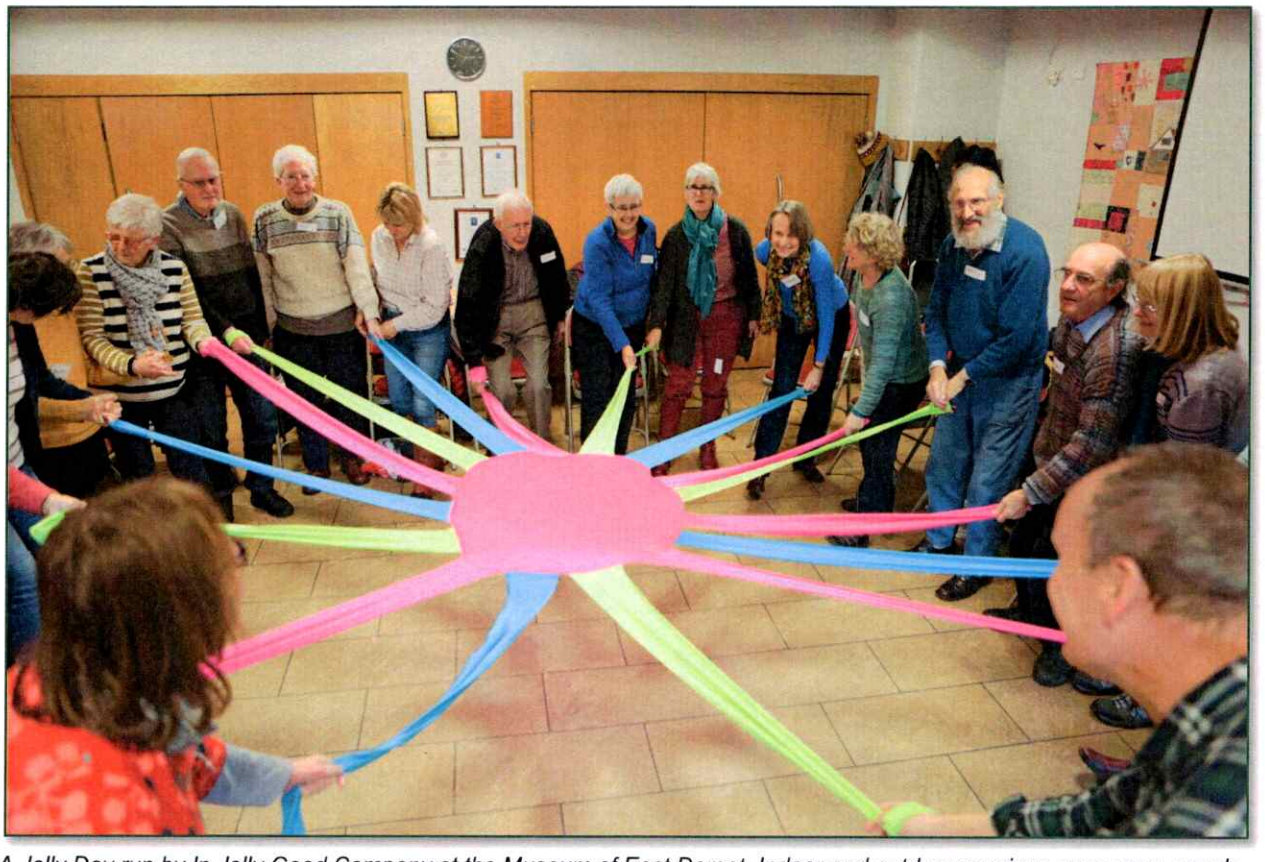
England & Wales - Charity number 1068540

Accounts

Company Registration Number 3488337
Charity Registration Number 1068540

THE PRIEST'S HOUSE MUSEUM TRUST

Annual Report and unaudited Financial Statements for the Year Ended 31 March 2024



A Jolly Day run by In Jolly Good Company at the Museum of East Dorset. Indoor and outdoor sessions encourage people to stay physically healthy and promote better health. Photograph: Brent Jones.

The Priest's House Museum Trust

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for the Year Ended 31 March 2024

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The Priest's House Museum Trust

Report of the Trustees
for the Year Ended 31 March 2024

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The Trustees have adopted the provisions of 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) (January 2022).

OBJECTIVES AND ACTIVITIES

The Charity's purposes are set out in the objects contained in the Memorandum and Articles of Association of the Priest's House Museum Trust. The Trust's objects are:

1) To advance education for the public benefit, in particular but not exclusively in the archaeology and social history of Wimborne and East Dorset as told through its heritage, landscapes and stories of the people in the area;

2) To provide and maintain a museum and information service at the property known as the Priest's House in Wimborne or such other buildings, and in pursuit of that object:

   to borrow and loan artefacts and archives relating to the area;
   to manage, document, conserve and safeguard the museum collections and holdings;
   to exhibit, interpret and provide public access to the museum collections and holdings;
   to provide learning experiences and activities for the public;
   to provide exhibitions, conferences, workshops and other events;
   to research, promote and publish studies of the area;
   to provide an information service to the public.

3) To undertake any other charitable purpose.

INTRODUCTION

The Museum of East Dorset is the cultural hub and place to visit to learn more about the history of the area. It is an Arts Council England Accredited Museum. Its collections include rare and unique exhibits of local and national significance, which preserve and celebrate the culture and stories of the local people from prehistory to the present day.

The Museum of East Dorset rightly has a reputation for excellence in its schools' programmes. It engages with the local community through changing exhibitions, events and outreach and offers enjoyment, learning and inspiration to visitors of all ages.

The museum and information centre are housed in a Grade II* listed building, which dates from late Elizabethan/early Jacobean times, with its own heritage-planted walled garden. The museum is located opposite the Minster Church in Wimborne.

VISION, MISSION, VALUES

Vision

Hilda Coles' vision for her museum, 1960:
"... in the best sense of the word, a 'live' museum - a centre of education and culture, continually changing its displays and appealing to children as well as to adults" (*Western Gazette,* 2 December 1960).

Vision 2021 - 2025
We aspire to celebrate our rich heritage through a vibrant museum and cultural hub which connects people with the past and offers enjoyment, learning and inspiration to visitors of all ages.

Mission

To become a dynamic heritage and cultural centre for all, and a quality attraction in the area.

We will achieve this through the following objectives:

1. Provide a compelling value-for-money experience for all ages which generates repeat visits and recommendations.
2. Help people to discover, share and engage with the stories of East Dorset on site and digitally
3. Improve collections care, management and knowledge
4. Develop our understanding and relationship with different communities in East Dorset and beyond
5. Diversify/increase income streams from Museum of East Dorset and East Dorset Information Centre
6. Ensure staff and volunteers are appreciated and supported to effectively deliver their roles
7. Improve efficiency of operations, ensuring key processes, procedures and information are readily accessible.

Values and behaviours

- Celebrate East Dorset's heritage and culture by providing a sense of community and place
- Deliver a WOW experience through our museum services for all ages
- Embrace change: be open-minded to the possibilities it brings
- Create welcoming and safe spaces of interaction, participation and engagement - face to face and online
- Be imaginative and innovative; create fun wherever possible
- Offer authentic, knowledge-based growth and learning opportunities
- Build open and honest relationships which respect people, through communications
- Build a positive team spirit with all stakeholders
- Be accessible and inclusive in all we do
- Stay true to Hilda's vision to be there for future generations

REVIVAL PROJECT

The Revival Project formally closed on 31st December 2023, with all funding coming to an end. The project has seen so many changes and improvements to the museum and we are extremely grateful to the National Lottery Heritage Fund for its support.

REVIVAL PROJECT ACTIVITY PLAN

We successfully completed the actions and activities associated with the Revival Project Activity Plan. These had been designed to enable existing and target audiences to increase their understanding of local heritage, while helping to develop civic pride, self-worth and empowerment.

STRATEGY AND FUTURE PLANS

In our final year of the initial Forward Plan 2022 - April 2024, everyone worked hard to deliver actions despite challenges, including changes in staffing. It was encouraging to see efforts undertaken over the past two years to encourage more families into the museum culminating in the *May The Toys Be with You* exhibition. This saw an incredible 94% increase in family visitors.

Following uncertainty around levels of funding from Dorset Council, we were very pleased to have been awarded a £45,000/year grant for the next three years. The maximum grant available was £50,000 so this is a testament to the high level of cultural and community value we deliver. However, this grant is significantly lower than the previous grant, based on our relationship with East Dorset District Council, where we received £70,000/year.

Even though the entire museum team worked together to drive income generation, the external situation remains extremely challenging. Many museums which have had large renovation projects like ours have also failed to see the forecasted boost of visitors and income, due to a changed economic climate post-covid. The new Business Plan, to be approved in autumn 2024, will address this challenge and provide a new direction to support the financial sustainability of the museum.

Looking forward to 2024/5, we intend to apply for a new grant from the National Lottery Heritage Fund to fund a Fundraising Consultant. It is vital we have a comprehensive Fundraising Strategy for

the museum, to address current limitations and ensure the museum has the necessary funds to deliver the Trust's charitable objectives now and in the future.

With the successful completion of the Revival Project, we will undertake a review of our staff structure. This review will ensure clear role definitions and a structure that supports efficient museum operations. While the external environment presents ongoing challenges, we remain a flexible and adaptable organisation. We are committed to continuous improvement and will make strategic adjustments as needed to ensure the museum's long-term success.

The Trust will continue to align its aims with those of its key strategic partners: Arts Council England, National Lottery Heritage Fund (NLHF) and Dorset Council. The museum is grateful for the financial contribution it receives from Dorset Council through the Service Level Agreement, which provides vital funds to support our work.

Despite challenges, in February 2024 the museum received the Silver award in the highly competitive Visit Dorset *Small Visitor Attraction of the Year* category. This came with extremely positive feedback from the judging process:

"*A fascinating and engaging museum, full of an eclectic mix of objects from bones of an Iron Age man to a collection of Valentine cards. A wonderful resource for the area and local community. It provides an entertaining insight into the past and is thoroughly engaging for all ages and levels of interest.*"

People

During this reporting period, there have been several staff changes at the museum. We said goodbye to Wendy Read as Curator and welcomed Rob Gray as Collections and Experience Manager. Jackie Morgan, an accountant, joined the staff team as Finance Manager. We extended Annika Lennox in her fixed-term role as Visitor Experience and Operations Officer, to enable us to complete further essential compliance and Health and Safety work. With Saturday Tea Toom

Assistant Megan Wintle leaving for University, Olivia Bannister, a local student, joined us. Megan will continue to provide cover for the Tea Room during holidays.

The museum's continued success hinges on the dedication of our talented staff and the invaluable contributions of our nearly 120 volunteers who donate thousands of hours each year, playing a vital role in achieving our vision. We are committed to fostering a strong volunteer programme that offers a variety of opportunities. Through volunteering, individuals can:

- Utilise and develop valuable skills
- Become part of a vibrant museum community
- Enhance their personal well-being

During the year, we were delighted to have several volunteers recognised for their incredible achievements.

- **Lynn Willmott, Volunteer Development volunteer** won Dorset Museum Associations' Volunteer of the Year
- The **Facilities volunteer team** was awarded a team award as Dorset Museum Associations' Volunteer of the Year
- The newly formed **Reminiscence Outreach volunteer team** won Dorset Volunteer Centre's Andy Jacobs Award for Wellbeing and Mental Health in Volunteering
- The Learning programme received the Sandford Award for Heritage Education, with **Learning volunteers** especially mentioned by the evaluator for the high-quality experience they provide.

We actively seek volunteers with specialised skills who can make a positive impact. This year, our volunteer programme has expanded with new roles in Research, second-hand books, and a 'Green' volunteer team to reduce the museum's impact on the environment.

Equality, Diversity and Inclusion (EDI)

The museum is firmly committed to fostering an environment that is welcoming and accessible to everyone. We believe that the stories and experiences we share should resonate with all members of our community, regardless of background, ability, or identity. We aim to continuously improve the experience for visitors, beneficiaries and team members.

Travelling Together

The museum secured a place on the Southwest Museum Development's new flagship programme, *Travelling Together: Museum Journeys Towards Inclusion and Collaboration*. We were one of only eight museums who successfully applied to this scheme which focused on Equality, Diversity and Inclusion, and included comprehensive training and a £1,500 grant. The programme aligned strongly with our ongoing commitment to creating a welcoming and accessible environment for all.

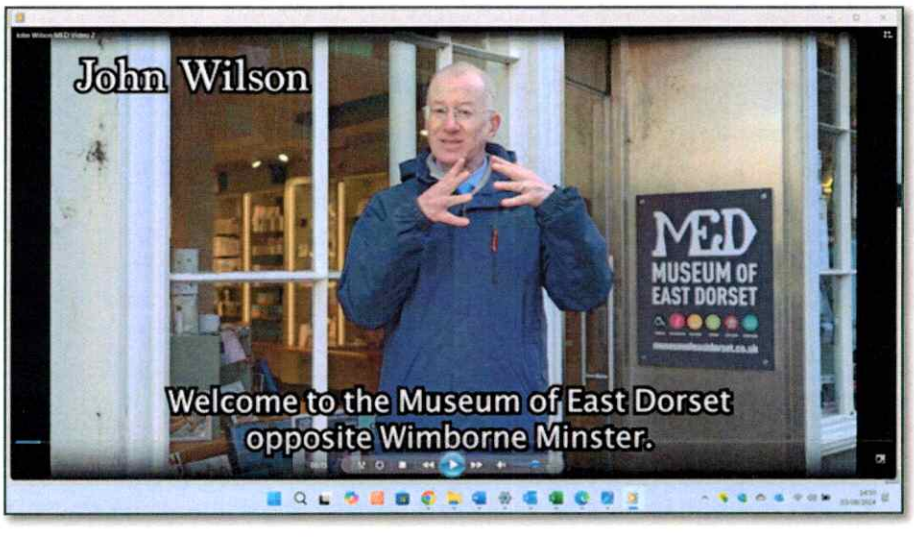
In-depth training sessions and workshops, attended by Museum Director, Chezzie Hollow, and a member of the Board of Trustees, equipped us with the necessary knowledge and tools to implement effective EDI strategies. Our participation facilitated collaboration with other museums in the South West region, enabling the exchange of best practices and the sharing of valuable

experiences. This collaboration is particularly beneficial for smaller organisations like ours, where resources are limited.

Final evaluation session: Chezzie discusses the impact of the Travelling Together programme on our museum practices in an interview conducted by Cultural Producer, Clare Ferdinando.

Several valuable outcomes were achieved because of the programme, including:

- Chezzie was selected as a project Champion, for which the museum received a £500 stipend. She developed and delivered a popular session titled "Not just ramps and lifts: improving accessibility for busy museums" to a diverse audience of museum staff and volunteers across the Southwest region (and beyond)
- The £1,500 grant provided by the project enabled the museum to fund and create a filmed British Sign Language (BSL) tour. This project directly addresses the needs of D/deaf and hard of hearing visitors, ensuring those who use BSL can access and enjoy the museum. We worked with renowned BSL guide John Wilson who has worked with major national museums. Filming and editing were done by a local student studying post production for film and television at Solent University. The remainder of the grant enabled us to purchase a small portable hearing loop/hearing amplification system. The system connects both to a hearing loop system for those with hearing aids and headphones for those without. This will be of particular benefit when delivering guided tours for visitors.



John Wilson, helping us create a series of BSL signed films around the museum. We hope these will encourage a new audience to visit the museum.

Progress on accessibility:

We are proud of the significant strides made in implementing our Access Plan, which ensures we consider a wide range of access needs. Improvements made this year include:

- Introduction of a more accessible Tea Room experience with easy grip cutlery, double handled and dementia friendly mugs, coasters for the visually impaired and large print menus.
- The creation of an Access Group, initiated by Chezzie, the Town Clerk and the BID Manager, as part of the Council's Town Liaison Committee. This will see improvements made across Wimborne and will allow the museum to share its specialist access knowledge.
- Added high visibility yellow stickers on interactives and display case drawers, following advice from Dorset Blind Association.
- Provision of easy grip pencils and colouring pencils for children taking part in trails and craft activities.
- Reduction of the use of block capitals on the website making it easier to read, especially for those with dyslexia and sight issues.
- Use of matte laminating pouches to reduce glare for those who are blind or visually impaired.
- Introduction of free period products in toilets, in partnership with Wimborne Food Bank.

The Facilities volunteer team has been very effective in resolving various access issues throughout the museum. In May 2023, two hearing loops were installed in the Information Centre and Tea Room. We now have a process for testing these as well as the existing loop in the Garden Room. The hearing loops are helpful not just for visitors but also volunteers in those areas with hearing aids. The team also played a crucial part in completing research for a wheelchair user access guide for the site, making it clear what size of wheelchair can access the museum, where doors are too narrow or where there are steps. This guide will be launched to visitors in 2024 and will go a long way to ensure the museum is as accessible and inclusive as possible.

A new EDI action plan

Building upon the success of the Access Plan, and the EDI training, we have introduced a new Equity, Diversity, and Inclusion (EDI) Action Plan, approved by the Board of Trustees. This focuses on creating a more inclusive museum experience for both visitors, beneficiaries and internal team members. The plan outlines a series of concrete steps designed to:

- Embed EDI into core museum structures and processes
- Share our EDI vision
- Reflect our local community
- Improve the representation of different communities in the museum by finding and sharing currently hidden histories*
- Communicate our commitment to EDI

* These are stories and experiences from the past that have been overlooked, underrepresented, or even deliberately suppressed. These narratives often come from groups who have been marginalised or excluded from the dominant historical record, for example, they could include disabled histories, LGBTQ+ stories, or the contribution of everyday women.

MUSEUM ACTIVITIES THIS YEAR

Exhibitions

1st April 2023 saw the launch of *Tinker, Tailor, Cappuccino Maker.* The exhibition celebrated Wimborne's important culture of independent businesses through historical photographs from the museum's collection juxtaposed with newly commissioned contemporary portraits of current day traders in Wimborne. It was a chance to reflect on just how much society, lifestyles, and our expectations of shopping on the 'high-street' have changed over time.

May The Toys be With You, an exhibition of one of the UK's finest collections of vintage Star Wars toys and original cinema posters, was hugely successful. Running from October 2023 to 20th April 2024, it has been popular with little kids and 'big kids' alike. Many visitors recalled going to see Star Wars at the cinema or playing with Star Wars toys, and we saw many parents introducing children to Star Wars for the first time. Over 150 comment cards left by visitors so far, confirm just how firmly the Star Wars brand is established in people's hearts and minds since the film debuted in 1977.

Launching in April 2024, a new exhibition 'Rebellion & Revolt' will help support two community events in Wimborne this year, The Battle for Wimborne, hosted by The English Civil War Society and the silver anniversary of the Wimborne Militia.

Research volunteer team

A new team was created as part of the Revival Project to supply research for new exhibitions and support the enquiries we receive from the general public. Its first task has been to gather research for use in the new exhibition Rebellion and Revolt. In future, the team will also research hidden histories from East Dorset.

HERstory: Hilda Coles

Empowered by… Herstories celebrated the achievements of Hilda Coles, the founder of our museum, and serves as a platform for empowering women and girls in the present. The project fosters a connection between history and contemporary experience, inspiring future generations to build upon the legacy of remarkable women.

Hilda ("Mick") Coles, born in 1907, defied societal expectations of her time. Excelling in sports and ultimately running the family ironmongery business, she embodied the strength and determination of a modern working woman during a period of significant social change. Her vision for the museum as "a centre of education and culture… appealing to children as well as adults" was remarkably progressive for the early 1960s.

Dorset-based artist Jayne Jackson, known for her empowerment photography, collaborated with the museum and local teenager Emma to create a contemporary, theatrical representation of Hilda Coles. The theatrical costume, originally designed by Sophie Fretwell, incorporates symbolic elements reflecting Hilda Coles' life and legacy. Emma, representing a younger generation, further refined the design, adding her own perspective.

The display, now in the Voices Gallery includes many symbolic elements including a handbag representing the Priest's House, where Hilda lived and worked; buttons featuring tiny photographs from her life; a prominent 'M' for Mick; and a skirt which shows images from the museum's Victorian Valentine card collection as well as ledger accounts from the Coles Ironmonger's shop

The project extends beyond the artwork itself. Emma, who participated in the photoshoot, described the experience as "empowering" and a confidence builder. She highlighted the opportunity to embody a strong, confident character, an experience that surprised and empowered her.

Inclusion Group

In December 2023, we created an Inclusion Group, comprised of Trustees, volunteers, staff members and external advisors. This diverse group will bring a wealth of fresh perspectives and new voices to the museum, fostering a more inclusive environment for all. Looking ahead, the group will play a pivotal role in a project launching next year which aims to understand the specific needs and challenges faced by local communities.

Learning

We welcomed a group of new, enthusiastic people to join the more experienced members of our Learning volunteer team. Together, they have played a key role in delivering exceptional experiences for a growing number of schools.

Strong connections have been fostered with local schools, many of which return year after year, often with different year groups, following teacher recommendations. This year, we welcomed new schools from as far away as Shaftesbury and Weymouth, demonstrating the museum's expanding reach. Additionally, a dedicated group of local home schoolers and a cub scout group have become regular visitors, enriching and expanding our learning community.

Our commitment to education was formally recognised when the museum won the prestigious Sandford Award. Learning Officer Lara and volunteers attended the award ceremony at Hampton Court Palace, which included a fascinating palace tour led by renowned historian and curator Tracy Borman.

To keep our programme engaging, exciting new sessions have been added such as Stone Age cave painting, gingerbread decorating, and a Victorian seaside experience.

Following a kind donation of £100, we were also able to create a new butter making session, increasing the variety of sessions which can be run in the Victorian kitchen.

Events

Talks & garden events
We continued to offer a variety of talks throughout 2023, which were popular and well-attended.

- Lost Church of All Hallows (34 tickets sold)
- Talk by Dorset County Council Finds Officer for Festival of Archaeology (13 tickets sold)
- My Life & Times at Harrods (46 Tickets sold)

The two planned National Garden Scheme evening lectures brought new visitors into the garden with positive feedback. Three more are planned for 2024/5.

Workshops
Our lifelong learning workshop programme has continued to grow and evolve. A successful evening schedule runs alongside the daytime workshops and brings in a different audience who cannot attend during the day. New crafts included Cold Porcelain flowers, art for well-being, and the Japanese art of Shibori. Fused glass and mosaic workshops continue to be extremely popular, particularly fused glass Christmas decorations.

Participants' comments:
Creative Calm Art for Wellbeing: "Well run, calming, and meditative – a fabulous new skill".
Shibori: "Extremely informative and so well taught - covered a wealth of techniques and references."

Fundraising quiz and Call My Bluff
Autumn is the season for some light entertainment to fill the darker evenings. Visitors and volunteers thoroughly enjoyed the annual quiz and a Call my Bluff evening, which brought in a combined amount of £400. Both events provided an opportunity for the museum and wider community to come together for a fun evening.

Little Explorers
Six Little Explorer mornings were delivered during school holidays. During 2023, these sessions were incorporated into the annual pass with conversions offered on the day. This has increased the number of families buying museum annual passes and visiting the museum itself.

We are pleased to work in partnership with Wimborne Library and Wimborne Children's Centre to offer a range of stories, crafts, and a garden trail.

Summer Events

Despite the appalling weather that plagued our summer events, the people of Wimborne came out in force. We had a sell-out success with Sisata Theatre Group (who had to bring their outdoor theatre inside for the first time) with their very appropriate performance, *The Tempest*. Hopefully, the weather will be kinder when they return in August 2024 to perform *Peter Pan*.

Volunteers and public alike braved torrential rain to support the Summer Fete and a total of £855 was raised.

Halloween

The Museum by Torchlight Halloween event was a sell-out success again, with 64 tickets sold. This gave families the chance to see the museum in a whole new light! Spooky music added to the atmosphere, with a ghost trail and themed crafts providing plenty to do.

Paranormal

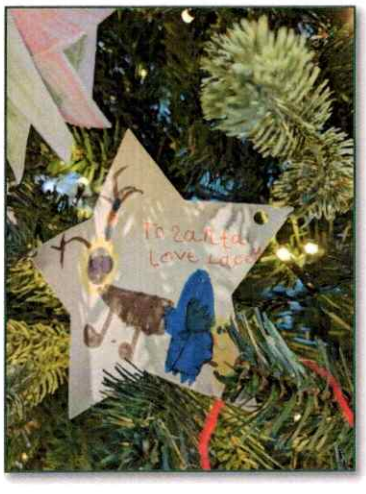
Paranormal visits were popular in 2023 netting a profit of £3,390. The visits will continue in 2024 and we have several secured bookings.

Christmas

The Christmas Shopping Evening was another huge success with 100 tickets sold. QE school choir joined us to perform their festive set, and the evening included a maker's market, plenty of tasters of local food and drink, and a raffle.

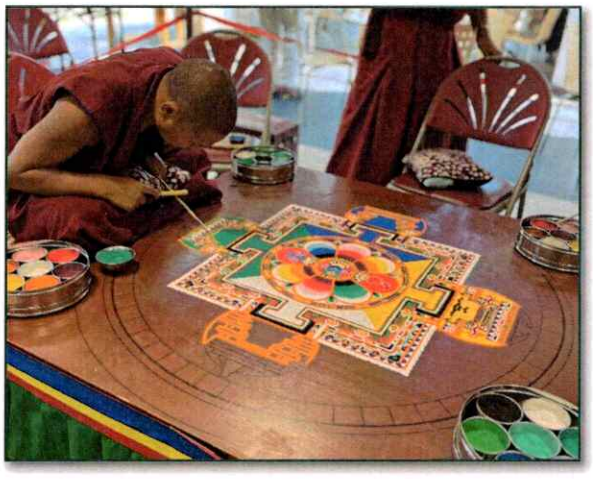
Visit Santa was also very successful. 106 children explored the museum with their families and engaged in festive crafts and writing a letter to Santa before enjoying an interactive story with Santa in the Garden Room grotto. We will continue to offer this experience in 2024, and plan to run some SEN Santa sessions alongside it.

Visitor comment:
"I don't think it could be improved. It was excellent value for money, just the right amount of time for younger kids (our grandson is four and the story telling by Santa was fabulous). The best value Christmas event for kids. Thanks to everyone involved""



Community

As part of the Wimborne Folk Festival, we welcomed the Tashi Lhunpo Monks into the Garden Room to construct an intricate mandala made of tiny bits of marble, exemplifying the Tantric tradition of meditation. On the fifth day, this was ritually destroyed in the museum garden to demonstrate the impermanence of all things.



Millstream Theatre

Millstream, the museum's theatre group, have had a busy year!

September saw *Glow Badbury,* an exciting community project where the museum collaborated with National Trust Kingston Lacy and arts organisation Emerald Ant in an event that celebrated the Iron Age hillfort, Badbury Rings. During the evening, visitors experienced a magical display of artwork, puppet theatre, musical accompaniments and a live drama production highlighting an historical event at the rings.

Millstream Theatre actors performing 'Almost Forgotten', a story about the Clubmen of 1645 who were involved in the English Revolution.

Millstream's film, *Searching for Echo*, originally made in March 2023 as part of the Museum's Revival Project, was submitted to the prestigious Oska Bright Film Festival, the world's leading festival for films made by or featuring people with learning disabilities or autism. Following fundraising, the whole group went to the festival in Brighton to celebrate.

The group have also been rehearsing hard for their new piece, In Harmony, which has been created collaboratively with group members. It centres on a group of characters as they try to figure out a way to save their favourite local café which is threatened with closure. The cabaret style piece, which includes singing, poetry and magic, is sure to be a success when it is performed at the Museum of East Dorset and Dorchester Arts in April 2024.

Holiday and Food Activity (HAF)

We held three very successful Holiday and Food Activity sessions, funded by Dorset Council, over summer 2023. These provided four hours of activities, including art, Victorian lemonade making and included a free lunch provided by Piccolo Mondo. The sessions are free for children receiving free school meals and we will be continuing the HAF programme next year, following positive feedback.

Reminiscence Outreach

The museum received a grant of £1848 from Dorset Council's Culture and Community Project Fund which allowed us to create another team of volunteers, Reminiscence Outreach, who visit care homes and centres for the elderly. Using objects and photographs, trained volunteers facilitate discussions and encourage participants to share memories and stories. For older people and those with memory loss, reminiscence sessions encourage sociability, which is important in a community whose social circles are typically getting smaller. It can also support and improve well-being as participants share memories of loved ones and activities they once enjoyed. This is particularly valuable for those with memory loss, who typically have a better memory for the distant past than for recent events.

The idea behind this team came from our own volunteers, and interest in booking sessions has been high along with media interest with interviews on local BBC news and radio interviews.

One care provider commented: *"You were able to stimulate and empower people to share their memories. The impact of your visit was very positive on individuals' emotional wellbeing. I would be delighted for you to return regularly in the future".*

These simple objects from the museum's Collections hold the power to spark memories, leading to meaningful conversations and connections.

OTHER ACTIVITIES

Collections

Items on loan

12 items from the Verwood Pottery Collection were selected and loaned to Salisbury Museum's new ceramic gallery for five years, with an opportunity to extend the loan after 2029. This was an opportunity to share our collection with another external heritage organisation and gain a wider audience.

'Weird and Wonderful' displays

The 'weird and wonderful' corner in the Voices Gallery offers visitors a new opportunity to view objects from the collection that are stored away and therefore seldom seen.

Four new displays were created during this year, all very different. They ranged from a private collection of ceramic shoes (on loan); a display commemorating November 11th; a Christmas themed display; and the current weird and wonderful 'something for everyone'.

Collections volunteers

With the appointment of Rob Gray in August 2023, the Collections volunteers were welcomed back and quickly put to work in the Collections Store and the Attic. The discovery of a minor pest infestation within the costume collection has led to a volunteer-led project investigating all costume

in the collection. This offers a chance for volunteers to learn new skills regarding how to care for costumes and pest control. The project is ongoing.

A small team of volunteers has been trained in basic conservation cleaning and will tackle the cobwebs and dust levels in the museum's exhibition galleries on a regular basis. This will help

improve the visual presentation of the museum and provide an engagement element with the public about how and why we care for museums. This same team will also monitor pest traps and record the environmental conditions of the exhibition galleries utilising the new lascar data logging system.

Humidity control is monitored in the Landscape gallery where our rare Roman force pump is displayed.

Information Centre

East Dorset TIC, managed by the Trust since January 2014, continues to deliver a quality service of local information to both the community and visitors to the area. The service is combined with the main entrance to the Museum of East Dorset, which also includes the shop and second-hand bookshop, both of which are free to enter. Seasonal decorations and more professional window displays encourage visitors to browse and purchase goods.

The introduction of popular new stock lines sourced at the Spring Fair trade fair sold well throughout the year. Autumn glowed orange in the shop, museum and Tea Room and this splash of colour, in turn, made way for traditional Christmas decorations.

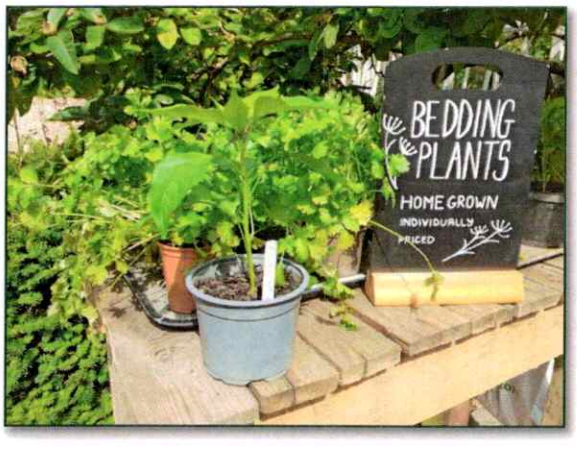
The shop space was 'taken over' by Star Wars merchandise in autumn 2023 to coincide with the launch of the new exhibition 'May The Toys Be With You'! These items sold very well to both children and adults alike.

Front window

To make the museum a bit more eye-catching from the outside, without the need tor planning or advertising consent, we hired a window artist to paint a design on 'the big window' on the High Street. The design highlighted some of the best bits of the museum and was particularly aimed at families over the summer. The design is removable with soap and water. It was changed later in the year to reflect the new Star Wars exhibition.

Garden

The gardening volunteers have worked tirelessly to maintain our 100m wildlife-friendly heritage garden which is open to the public all year round. They have been incredibly resourceful in propagating plants in the greenhouse and selling an array of flowers, vegetables and heritage fruit varieties to help fund the upkeep of the garden. Over the year, the gardening team generated income of £1,492.51 through sales of garden produce. They have ever bigger plans for 2024.



Tea Room

The Tea room continues to go from strength to strength and is our strongest source of commercial income for the museum. A handful of enthusiastic new volunteers have helped to ensure that the Tea Room is always ready to greet customers. Four new sets of indoor tables for two were introduced in August 2023 enabling us to serve more customers inside over the winter months.

Facilities & compliance

The Facilities volunteer team has worked hard to resolve many outstanding Health & Safety and Compliance issues across the site. In the last year, following the Dorset Fire & Rescue Service Fire Audit, the team completed a multitude of actions. The museum now has an annual inspection of the Victorian Kitchen chimney flue, arranged with Dorset Council. A fire door inspection with a Heritage specialist will resolve all maintenance defects found. The team was also involved with several large tasks from general housekeeping and clearing out of non-collection items to reduce the fire load, to compiling an asset list for a more comprehensive and accurate PAT test. They have also managed to complete the removal of the last remaining hazardous chemicals in the Collections Store.

Since December 2023, the museum has been improving its security measures. Security training has been rolled out successfully to all staff and volunteers, outlining new policies and procedures to ensure we are operating as safely and securely as possible. Additional CCTV cameras and keypads have been added and we have ensured both panic buttons are operational so staff members and volunteers feel as safe and protected as possible. The team has also delivered manual handling training to ensure all staff and volunteers are operating safely whilst on site.

Membership scheme

The Trust's existing members have always provided invaluable financial support through their subscriptions and attendance at events. Their support enables key services to be delivered, which enhance the local community and provide real public benefit. Many of our members also support the museum through volunteering, generously sharing their skills and experience. As some of our biggest advocates locally, members make a real contribution to our work. During the last few years, our membership levels have decreased. We are planning future improvements to encourage more members to join and support the museum.

Public benefit

The Board of Trustees has referred to the Charity Commission's general guidance on public benefit when reviewing the museum's aims and objectives and in planning activities. In particular, the Board considers how planned activities will contribute to the aims and objectives set out in the museum's Forward Plan.

FINANCIAL REPORT

Total income of the Trust was £312,555 (2022/23: £359,977). Still recovering from the cost of living crisis, the commercial income derived from museum and other activities was lower than in recent years but a restructure is underway in the current year to address rising costs and lower income streams.

Grants received included:

- Dorset Council £70,000 (2022/23: £70,000)
- Millstream project £1732
  Supporting the running of Millstream Theatre, a company of Learning Disabled adults.
- Reminiscence grant £1848
  Dorset Council funding to set up outreach Reminiscence sessions in care homes and day centres with trained volunteers
- HAF grant £1440
  Dorset Council funding for x3 Holiday and Food Activity (HAF) sessions over summer 2023.
- Travelling together £2000
  Funding from Museum Development South West for a filmed British Sign Language tour of the museum and portable hearing loop system for tours.
- Community & Culture £2500
  Dorset Council funding to create x40 art packs for children who use Wimborne Food Bank. These will include art supplies and a booklet of art activities inspired by the museum and the collection.
- Toys for the past £750
  Funding from Wimborne Rotary and Wimborne Lions to replace/purchase resources used in learning sessions.

The Trust received donations and legacies amounting to £32,809 (2022/23: £20,444). The museum in extremely grateful to the donors for their generous gifts and to all donors, large and small, for their continued support of the museum.

Expenditure on museum activities was £471,865 (2022/23: £334,608). This included £169,237 from the Revival fund, which came to an end in December 2023.

At the year-end, total unrestricted funds held were £930,954 (2022/23: £917,168). Restricted funds held were £1,319,422 (2022/23: £1,492,518).

Reserve policy

The Trust aims to maintain unrestricted funds, the free reserves of the Charity, at a level sufficient to ensure that all unrestricted expenditure outstanding at any one time can be met and to that end has moved £285K (£95K 2022/23) to a designated reserve. The Trustees thereby have ensured a minimum reserve equal to the estimated fixed costs of running the museum for a nine-month period.

The budget for 2024/25 has been prepared with careful planning and restructuring of staff needs, mindful of the reducing support from the local authority and reducing income in the current financial climate. A restricted depreciation reserve is in place to cover all future depreciation arising from the result of recent improvements to the premises, following the generous revival grant.

Investment policy

The Trust receives an income on an annual basis through entrance fees, donations, charitable activities and other sources. It budgets to expend all anticipated income, whilst maintaining a prudent amount in reserves each year. Existing investments remain on deposit at the best rate available with organisations authorized by the Financial Conduct Authority and covered by the Financial Services Compensation Scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Priest's House Museum Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association, and is a registered charity. The members of the museum are subscribing members; in the event of the Trust being wound up, the liability of the guarantee is limited to £10 per member.

At the 2021 AGM, members voted to approve the proposed amended Articles of Association to allow an AGM to be held on an electronic platform.

Recruitment and appointment of new Trustees

As set out in the Articles of Association, the Trustees retire by rotation and are elected by members attending the Annual General Meeting (AGM). Trustees can co-opt to the Board during the year and seek confirmation at the next AGM. When considering the appointment of a trustee, due regard is given to a balance of skills to ensure that the Board has as wide a knowledge base as possible. The Trust operates an open recruitment policy for trustees with advertisements placed both locally and nationally as required. Trustees are interviewed before an appointment is made.

Organisation structure

The Board of Trustees, which comprises a maximum complement of 10, oversees the administration of the charity and its trading subsidiary. The Board meets at least four times a year to discuss strategy, finance and other important aspects of the charity's business. It employs a full-time Director who has responsibility for the day-to-day activities of the museum and reports back to the Board of Trustees. The Board employs other staff, both full-time and part-time who work with a large number of volunteers.

The Board of Trustees has two sub-committees:

Resources Committee – has delegated responsibility to consider a range of financial and human resource issues.

Visitor Services Committee – has delegated responsibility to consider visitor experience and commercial aspects of the museum operations

The sub-committees meet a minimum of four times a year and report to the Board at each meeting of the Trustees.

Induction of new Trustees

New Trustees will undergo an induction where they will be briefed on their legal obligations under charity and company law. They are provided with the Charity Commission guidance on public benefit, the Memorandum and Articles of Association, previous Trustee meeting minutes, museum strategy and policy documents, and annual budget and recent financial performance of the Trust. New Trustees will meet the Director and other staff members and have a tour of the facility. All Trustees have the opportunity to attend training events which will benefit their roles on the Board.

Key management remuneration

Trustees receive no remuneration for time spent on museum matters. Details of any expenses claimed by trustees are set out in the financial statements.

Related parties

The Trust has a wholly owned subsidiary: East Dorset TIC Limited (Registered Charity number 8809040), which was established on 1 January 2014 to operate the Tourist Information Centre which had previously been operated by East Dorset District Council. East Dorset TIC Limited transfers any surplus achieved in a financial year to the Priest's House Museum Trust.

Risk management

A risk management strategy continues to be developed by the Board of Trustees to ensure that all significant risks facing the Trust are identified, mitigations put in place where appropriate and their status is reviewed on a regular basis.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03488337 (England and Wales)

Registered Charity number
1068540

Registered office
23/27 High Street
Wimborne
Dorset BH21 1HR

Trustees
Sara Marshall (Chair)
Gerry Clarke (resigned 04/08/2023)
Sue Cook
Jonathan Greenwood (confirmed at AGM on 05/12/2023)
Vanessa Joseph
Jeremy Mills
David Morgan
Sarah Newman
Mario Roncaglia

Independent Examiner
Jenifer Richardson FCA FCCA DChA
32 Award Road
Wimborne
Dorset
BH21 7NT

Ex-officio Treasurer for the Trust
Jackie Morgan

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Priest's House Museum Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 18-10-2024 and signed on its behalf by:

Sara L. Marshall

Sara Marshall (Chair)

Independent Examiner's Report to the Trustees of The Priest's House Museum Trust

Independent examiner's report to the trustees of The Priest's House Museum Trust ('the Company')
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report
As the Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement
Since the Priest's House Museum Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW which is a listed body. 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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

JA Richardson

Miss JA Richardson FCA FCCA DChA

Date 31st October 2024 .

The Priest's House Museum Trust

Statement of Financial Activities (incorporating an Income & Expenditure Account)
for the Year Ended 31 March 2024

	Notes	Unrestricted	Restricted	2024 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	3	125,819	10,270	136,089
Charitable activities	4	171,293	-	171,293
Investment income	5	5,173	-	5,173
TOTAL		302,285	10,270	312,555
EXPENDITURE ON				
Raising funds	6	31,973	42,625	74,598
Charitable activities	7	256,000	141,267	397,267
TOTAL		287,973	183,892	471,865
NET (EXPENDITURE)/ INCOME		14,312	(173,622)	(159,310)
Transfer between funds		(526)	526	-
Net movement in funds		13,786	(173,096)	(159,310)
RECONCILIATION OF FUNDS				
TOTAL FUNDS BROUGHT FORWARD		917,168	1,492,518	2,409,686
TOTAL FUNDS CARRIED FORWARD	17	930,954	1,319,422	2,250,376

The notes form part of these financial statements

The Priest's House Museum Trust

Prior year Statement of Financial Activities (incorporating an Income & Expenditure Account) for the Year Ended 31 March 2023

	Notes	Unrestricted	Restricted	2023 Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	3	106,293	123,328	229,621
Charitable activities	4	128,481	-	128,481
Investment income	5	1,875	-	1,875
TOTAL		236,649	123,328	359,977
EXPENDITURE ON				
Raising funds	6	(25,092)	(21,079)	(46,171)
Charitable activities	7	(216,863)	(71,574)	(288,437)
TOTAL		(241,955)	(92,653)	(334,608)
NET (EXPENDITURE)/ INCOME		(5,306)	30,675	25,369
Transfer between funds		5,503	(5,503)	-
Net movement in funds		197	25,172	25,369
RECONCILIATION OF FUNDS				
Total funds brought forward			-	-
TOTAL FUNDS BROUGHT FORWARD		916,971	1,467,346	2,384,317
TOTAL FUNDS CARRIED FORWARD	17	917,168	1,492,518	2,409,686

All of the charity's activities derive from continuing operations during the above two periods. The funds breakdown for 2023 is shown in note 17.

The notes form part of these financial statements

The Priest's House Museum Trust

Balance Sheet 31 March 2024
Registered Company Number 3488337

	Notes	Unrestricted	Restricted	2024 Total fund £	2023 Total funds £
FIXED ASSETS					
Tangible fixed assets	13	12,441	1,221,296	1,233,737	1,338,743
Investments	14	495,100	-	495,100	495,100
Total fixed assets		507,541	1,221,296	1,728,837	1,833,843
CURRENT ASSETS					
Debtors	15	140,409	-	140,409	178,081
Cash at bank and in hand		313,032	98,126	411,158	417,856
Total current assets		453,441	98,126	551,567	595,937
CREDITORS					
Amounts falling due within one year	16	(30,028)	-	(30,028)	(20,094)
Net current assets		423,413	98,126	521,539	575,843
NET ASSETS		930,954	1,319,422	2,250,376	2,409,686
FUNDS OF THE CHARITY					
Restricted funds		-	1,319,422	1,319,422	1,492,518
Unrestricted funds		930,954	-	930,954	917,168
TOTAL FUNDS	17	930,954	1,319,422	2,250,376	2,409,686

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024. The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476 of the Companies Act 2006.
The directors acknowledge their responsibilities for
(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18.10.2024 and were signed on its behalf by:

Sara L. Marshall

Sara Marshall - Chair of Trustees

The notes form part of these financial statements

1 LEGAL FORM / CHARITY STATUS

The charity is limited by guarantee, incorporated in the United Kingdom, and consequently does not have share capital. Each of the trustees is liable to contribute an amount no exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office and principle place of business is: 23-27 High Street
Wimborne
Minster Dorset
BH21 1HR

2 ACCOUNTING POLICIES

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparing the financial statements

The Priest's House Museum Trust is a registered charity, registration number 1068540, company number 3488337, registered in the United Kingdom. The address of the charity is given in the reference and administrative details in these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern

In the opinion of the board the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the foreseeable future and therefore the financial statements have been prepared on a going concern basis. The board has considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted net expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

Subsidiary Entity

The East Dorset Tourist Information Centre ("EDTIC") is a fully owned subsidiary of The Priest's House Museum Trust. EDTIC profit of £nil (2023: £nil) will be donated to The Priest's House Museum Trust in the subsequent financial period.

2 ACCOUNTING POLICIES (continued)

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released. Government grants include funding from Dorset Council.

A grant that becomes receivable as compensation for expenses already incurred will be recognised in the income and expenditure in the same period in which the related expenditure is incurred.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

Income from charitable activities including subscriptions, sales of donated and purchased goods, fundraising income, catering income, rental income and entrance fees, includes income recognised as earned (as the related goods or services are provided).

2 ACCOUNTING POLICIES (continued)

Expenditure
All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds
These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

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

Governance costs
These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including professional fees, strategic management and trustees meetings and reimbursed expenses.

Irrecoverable VAT
Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets
Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold buildings and improvements	Over the term of lease
Furniture, fittings and equipment	12.5% straight line basis

Fixed asset investments
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities. Investments in subsidiaries are measured at cost less impairment.

2 ACCOUNTING POLICIES (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds where the resources are set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds General	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Donations and legacies				
Donations from East Dorset TIC	18,788	-	18,788	-
Appeals and donations	2,210	-	2,210	14,703
Donations from Priest's House Museum Collection Trust	27,342	-	27,342	5,741
Legacies	3,257	-	3,257	-
Gift Aid	4,223	-	4,223	-
Government grants	70,000	-	70,000	-
Grants	-	10,270	10,270	209,177
	125,819	10,270	136,089	229,621

		2024
		£
Restricted Grants		
Millstream Project	*Wimborne and Ferndown Lions Club*	1,732
Reminiscence Grant	*Dorset Council*	1,848
HAF Grant	*Dorset Council*	1,440
Travelling Together	*Museum Development South West*	2,000
Community & Culture	*Dorset Council*	2,500
Toys For The Past	*Wimborne Rotary and Wimborne Lions*	750
Unrestricted Grants		
Core Costs	*Dorset Council*	70,000
		80,270

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds General	Total 2024	Total 2023
	£	£	£
Subscriptions	919	919	1,735
Fundraising income	-	-	857
Catering income	74,595	74,595	59,055
Rental income	15,153	15,153	18,311
Other income	14,547	14,547	10,594
Entrance fees	66,079	66,079	37,929
	171,293	171,293	128,481

5 INVESTMENT INCOME

	Unrestricted funds General	Total 2024	Total 2023
	£	£	£
Interest receivable on bank deposits	5,173	5,173	1,875
	5,173	5,173	1,875

6 EXPENDITURE ON RAISING FUNDS

a) Costs of generating donations and legacies

	Unrestricted funds General	Restricted funds	Total 2024
	£	£	£
Fundraising costs	31,973	42,625	74,598

	Unrestricted funds General	Restricted funds	Total 2023
	£	£	£
Fundraising costs	25,092	21,079	46,171

7 EXPENDITURE ON CHARITABLE ACTIVITIES

	Total 2024	Total 2023
	£	£
Employment costs	190,553	172,395
Rates and water	461	(80)
Insurance	4,355	4,747
Light and heat	11,340	7,483
Telephone	493	1,014
Printing, postage and stationery	2,051	1,702
Advertising	9,573	4,801
Sundries	1,964	9,386
Collection costs	8,982	-
Repairs and maintenance	21,174	31,205
Trade subscriptions	9,055	8,260
Travel and subsistence	969	2,257
Management fees	3,939	2,367
Recruitment	304	993
Bank charges	2,719	2,603
Legal and professional fees	19,745	20,185
Depreciation of tangible fixed assets	105,706	56,506
VAT partial exemption	220	(42,072)
Governance costs (see note below)	3,664	4,685
	397,267	**288,437**

8 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	Unrestricted funds General	Total 2024	Total 2023
	£	£	£
Independent Examiner's remuneration	3,664	3,664	4,685

9 NET INCOMING/OUTGOING RESOURCES

Net incoming/(outgoing) resources for the year include:

	Total 2024	Total 2023
	£	£
Depreciation of fixed assets	105,706	56,506
Independent examiner's fee	3,664	4,685

10 TRUSTEES REMUNERATION AND EXPENSES

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

11 STAFF COSTS

The aggregate payroll costs were as follows:

	2024	2023
	£	£
Staff costs during the year were:		
Wages and salaries	176,472	155,462
Social security costs	8,705	9,407
Pension costs	4,540	5,205
Other staff costs	836	2,321
	190,553	172,395

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024	2023
	No.	No.
Employees	8	8

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £35,490 (2023 - £105,020).

12 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

13 TANGIBLE FIXED ASSETS

	Leasehold Property and Improvements	Tea Room and Office Equipment	Exhibition Fixtures and Fittings	Total
	£	£	£	£
Cost				
At 1 April 2023	1,447,666	73,878	300,525	1,822,069
Additions	-	700	-	700
At 31 March 2024	1,447,666	74,578	300,525	1,822,769
Depreciation				
At 1 April 2023	311,823	58,045	113,459	483,327
Charge for the year	55,936	4,092	45,677	105,706
At 31 March 2024	367,759	62,137	159,136	589,033
Net book value				
At 31 March 2024	1,079,907	12,441	141,389	1,233,737
At 31 March 2023	1,135,844	15,833	187,066	1,338,743

Heritage assets

The collections managed and recorded by the Museum are held by The Priest's House Museum Collection Trust and details are disclosed in the financial statements of The Priest's House Museum Collection Trust.

14 FIXED ASSET INVESTMENTS

	2024	2023
	£	£
Investment properties	495,000	495,000
Shares in group undertaking and participating interests	100	100
	495,100	495,100

Investment properties

	Investment properties
	£
Cost or valuation	
At 1 April 2023	495,000
Provision	
At 31 March 2024	495,000
Net book value	
At 31 March 2024	495,000
At 31 March 2023	495,000

14 FIXED ASSET INVESTMENTS (continued)

Shares in group undertakings and participating interests

	Subsidiary undertakings	Total
	£	£
Cost		
At 1 April 2023	100	100
At 31 March 2024	100	100
Net book value		
At 31 March 2024	100	100
At 31 March 2023	100	100

15 DEBTORS

	2024	2023
	£	£
Trade debtors	2,141	1,926
Due from group undertakings	104,560	111,564
Prepayments	2,755	1,381
Accrued income	7,973	33,724
VAT recoverable	3,269	5,380
Other debtors	19,710	24,106
	140,409	178,081

16 CREDITORS: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	5,864	4,299
Other creditors	5,363	1,037
Accruals	11,755	10,232
Deferred income	7,047	4,526
	30,028	20,094

17 FUNDS

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds					
General	327,168	302,285	(287,973)	(190,526)	150,954
Designated					
Capability Reserve	95,000	-	-	190,000	285,000
Bequest of property (Charltons)	495,000	-	-	-	495,000
Total Designated	**590,000**	**-**	**-**	**190,000**	**780,000**
Total Unrestricted Fun	**917,168**	**302,285**	**(287,973)**	**(526)**	**930,954**
Restricted					
HAF Education Fund	-	1,440	(861)	-	579
HLF Revival Depreciation	1,472,228	-	(169,237)	-	1,302,991
Community and Culture	-	2,500	-	-	2,500
Travelling Together	-	2,000	(2,000)	-	-
Reminiscence	-	1,848	(1,270)	-	578
Toys from the past	-	750	(20)	-	730
Millstream Project	10,629	1,732	(10,318)	-	2,044
AIM	187	-	(187)	-	-
Forge	9,474	-	-	526	10,000
Total restricted funds	**1,492,518**	**10,270**	**(183,892)**	**526**	**1,319,422**
TOTAL FUNDS	**2,409,686**	**312,555**	**(471,865)**	**-**	**2,250,376**

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds					
General	325,311	236,649	(241,955)	7,163	327,168
Designated					
Pension Fund	1,660	-	-	(1,660)	-
Capability Reserve	95,000	-	-	-	95,000
Bequest of property (Charltons)	495,000	-	-	-	495,000
Total	**591,660**	**-**	**-**	**(1,660)**	**590,000**
UNRESTRICTED FUNDS	**916,971**	**236,649**	**(241,955)**	**5,503**	**917,168**
Restricted funds					
Education Fund	602	-	(602)	-	-
HLF Revival Depreciation	1,457,482	94,489	(79,743)	-	1,472,228
Arts Council Grant	1,041	-	-	(1,041)	-
WW1 Fund	-	2,997	(2,997)		-
Town and Parish Council	4,000			(4,000)	-
Bankes Project	362			(362)	-
Millstream Project	3,759	10,750	(3,880)	-	10,629
AIM	-	3,717	(3,530)	-	187
Event / Project Donation	-	11,375	(1,901)	-	9,474
2021 TB Skeleton	100	-	-	(100)	-
Total restricted funds	1,467,346	123,328	(92,653)	(5,503)	1,492,518
TOTAL FUNDS	**2,384,317**	**359,977**	**(334,608)**	**-**	**2,409,686**

17 FUNDS (continued)

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

The New Build Fund including **HLF Revival** funding represents the net book value of leasehold property and improvements and exhibition fixtures and fittings. The remaining fund will be used for restricted depreciation charges on the assets.

Millstream Project - Supporting the running of Millstream Theatre, a company of Learning Disabled adults.

Dorset Council funding to set up outreach **Reminiscence** sessions in care homes and day centres with trained volunteers

Dorset Council funding for three Holiday and Food Activity **(HAF)** sessions over summer 2023. Sessions were free for those on benefit related free school meals, and included art workshops and a hot lunch.

Funding from Museum Development South West for a filmed British Sign Language tour of the museum and portable hearing loop system for tours. This was part of the **Travelling Together** programme the museum was part of.

Community and Culture Dorset Council funding to create x40 art packs for children who use Wimborne Food Bank. These will include art supplies and a booklet of art activities inspired by the museum and the collection.

Toys from the Past - Funding from Wimborne Rotary and Wimborne Lions to replace/purchase resources used in learning sessions.

Designated funds:

Bequest of property **(Charltons)** represents the value of a property gifted to the Trust, income from which is used to support the general activities of the Trust.

Capability fund represents funds set aside for the running of the Trust for a period of up to 12 months if exceptional circumstances lead to a significant loss of income.

18 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds		Restricted	Total funds at
	General	Designated	funds	31 March 2024
	£	£	£	£
Tangible fixed assets	12,441	-	1,221,296	1,233,737
Fixed asset investments	100	495,000	-	495,100
Current assets	168,441	285,000	98,126	551,567
Current liabilities	(30,028)	-	-	(30,028)
Total net assets	150,954	780,000	1,319,422	2,250,376

	Unrestricted funds		Restricted	Total funds at
	General	Designated	funds	31 March 2023
	£	£	£	£
Tangible fixed assets	-	-	1,338,743	1,338,743
Fixed asset investments	100	495,000	-	495,100
Current assets	347,162	95,000	153,775	595,937
Current liabilities	(20,094)	-	-	(20,094)
Total net assets	327,168	590,000	1,492,518	2,409,686

19 RELATED PARTY TRANSACTIONS

During the year the charity made the following related party transactions:

The Priest's House Museum Collection Trust

(A charity with common Trustees)
During the year £27,342 (2023: £5,741) was received in donations from The Priest's House Museum Collection Trust. At the

East Dorset TIC

(Subsidiary)

During the year wages recharges of £14,858 (2023: £10,182) were made to East Dorset TIC.

Taxable profits generated from East Dorset TIC of £nil (2023: £nil) are gift aided to The Priest's House Museum Trust in the subsequent financial year. At the balance sheet date the amount due from East Dorset TIC was £99,582 (2023 - £111,574).

THE PRIEST'S HOUSE MUSEUM TRUST

England & Wales - Charity number 1068540

Accounts

Company registration number: 3488337
Charity registration number: 1068540

The Priest's House Museum Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

The Priest's House Museum Trust

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THE PRIEST'S HOUSE MUSEUM TRUST

Report of the Trustees
for the Year Ended 31 March 2023

Pupils from Pimperne CB VC Primary School show off a piece of Roman roof tile they discovered during the Indoor Dig at the museum. Photograph: Jayne Jackson.

Report of the Trustees
for the Year Ended 31 March 2023

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The Trustees have adopted the provisions of 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) (January 2022).

OBJECTIVES AND ACTIVITIES

The Charity's purposes are set out in the objects contained in the Memorandum and Articles of Association of the Priest's House Museum Trust. The Trust's objects are:

1) To advance education for the public benefit, in particular but not exclusively in the archaeology and social history of Wimborne and East Dorset as told through its heritage, landscapes and stories of the people in the area;

2) To provide and maintain a museum and information service at the property known as the Priest's House in Wimborne or such other buildings, and in pursuit of that object:

   to borrow and loan artefacts and archives relating to the area;
   to manage, document, conserve and safeguard the museum collections and holdings;
   to exhibit, interpret and provide public access to the museum collections and holdings;
   to provide learning experiences and activities for the public;
   to provide exhibitions, conferences, workshops and other events;
   to research, promote and publish studies of the area;
   to provide an information service to the public.

3) To undertake any other charitable purpose.

INTRODUCTION

The Museum of East Dorset is the cultural hub and place to visit to learn more about the history of the area. It is an Arts Council England Accredited Museum. Its collections include rare and unique exhibits of local and national significance, which preserve and celebrate the culture and stories of the local people from prehistory to the present day.

The Museum of East Dorset rightly has a reputation for excellence in its schools' programmes. It engages with the local community through changing exhibitions, events and outreach and offers enjoyment, learning and inspiration to visitors of all ages.

The museum and information centre are housed in a Grade II* listed building, which dates from late Elizabethan/early Jacobean times, with its own heritage-planted walled garden. The museum is located opposite the Minster Church in Wimborne.

STRATEGY AND FUTURE PLANS

Following on from the launch of an updated business strategy in 2021 and the creation of a new Forward Plan for 2021-2023, this year saw the team make significant progress against key prioritised actions. As a small museum delivering big ambitions, it is essential that we are able to focus our resources where they will have the most impact. This is particularly important after the pandemic as museums have found their income streams impacted by the cost-of-living crisis.

We have continued to work hard to encourage more visitors into the museum. Despite the challenging environment, our visitor numbers have slightly increased and there has been a noticeable increase in the number of families visiting – an audience we were targeting. The work on improving our income streams will continue in 2023/4 and will include a full review of our marketing strategy and activities to ensure we accurately target our priority local and family audiences and other key stakeholders.

By improving its financial sustainability, the museum can continue to provide high-quality services to the East Dorset community and deliver real public benefit through its learning and community engagement activities.

We were very proud to be awarded Visit Dorset's Gold Small Visitor Attraction of the Year, followed by an impressive Silver at the South West Tourism Awards. The judges spoke of 'a surprising building and an even more surprising experience'. They described the Museum of East Dorset as 'a wonderful resource for the market town of Wimborne both for visitors and residents'. These accolades confirm that we offer a high-quality and impressive visit, and we hope the local community is proud to have an award-winning museum on its doorstep. We have taken advantage of the awards to promote the museum as a 'must see' attraction for everyone.

We understand that the future of museums continues to be precarious. We now know that our funding from Dorset Council will be cut by at least £20,000 from 2024 and that there is increased competition for grants, in general and across our sector.

The Trust will continue to align its aims with those of its key strategic partners: Arts Council England, National Lottery Heritage Fund (NLHF) and Dorset Council. The museum is grateful for the financial contribution it receives from Dorset Council through the Service Level Agreement, which provides vital funds to support our work.

Looking forward, 2023/24 will see the final delivery of the National Lottery Heritage Fund Activity Plan, including the creation of a new Research strategy and Research volunteer team. This will include a focus on diverse stories so we can better represent our community. We will also set up an Inclusion Group for the museum, which will act as an advisory group to ensure we are progressing in our ambitions to improve access for all.

As an organisation, we continue to work towards best practice for accessibility, enabling more people to experience the museum in a positive way. As part of this, we will be working with a group of volunteers to create a Reminiscence Outreach Team which is able to visit care homes and centres for the elderly. Using objects and photographs, trained volunteers will facilitate discussions and encourage participants to share memories and stories. For those who cannot come to the museum, we intend to bring the museum to them.

Vision

Hilda Coles' vision for her museum, 1960:
"... in the best sense of the word, a 'live' museum - a centre of education and culture, continually changing its displays and appealing to children as well as to adults" (*Western Gazette,* 2 December 1960).

Vision 2021 - 2025
We aspire to celebrate our rich heritage through a vibrant museum and cultural hub which connects people with the past and offers enjoyment, learning and inspiration to visitors of all ages.

Mission

To become a dynamic heritage and cultural centre for all, and a quality attraction in the area.

We will achieve this through the following objectives:

1. Provide a compelling value-for-money experience for all ages which generates repeat visits and recommendations.
2. Help people to discover, share and engage with the stories of East Dorset on site and digitally
3. Improve collections care, management and knowledge
4. Develop our understanding and relationship with different communities in East Dorset and beyond
5. Diversify/increase income streams from Museum of East Dorset and East Dorset Information Centre
6. Ensure staff and volunteers are appreciated and supported to effectively deliver their roles
7. Improve efficiency of operations, ensuring key processes, procedures and information are readily accessible.

Values and behaviours

- Celebrate East Dorset's heritage and culture by providing a sense of community and place
- Deliver a WOW experience through our museum services for all ages
- Embrace change: be open-minded to the possibilities it brings
- Create welcoming and safe spaces of interaction, participation and engagement - face to face and online

- Be imaginative and innovative; create fun wherever possible
- Offer authentic, knowledge-based growth and learning opportunities
- Build open and honest relationships which respect people, through communications
- Build a positive team spirit with all stakeholders
- Be accessible and inclusive in all we do
- Stay true to Hilda's vision to be there for future generations

People

During this reporting period, there were several staff changes at the museum. We said goodbye to Mark Neathey, Collections Officer and welcomed Wendy Read in a newly expanded role as Curator. Due to personal reasons, our Accountant, Maggie Ho, could not continue in post, so our former Accountant, Stephany Almond, rejoined the team on an interim basis. A new staff post, Visitor Experience and Operations Officer, was introduced on a fixed-term contract and Annika Lennox joined the team. This role has been essential in helping the museum tackle its Health & Safety and compliance backlog whilst managing day-to-day operations, and it has freed up other staff to progress work within their own areas, particularly the Revival Project Activity Plan. Jakub Malodobry and Megan Wintle joined us as Tea Room Assistants, and their friendly and calm manner has proved popular both with customers and the team.

As always, our success as a museum depends on the support and dedication of the staff and nearly 100 volunteers who contribute thousands of hours to ensure we achieve our vision. The museum continues to develop a strong volunteer programme which offers a range of opportunities where people can use or develop skills, become part of a community and enhance their well-being. The museum has also developed new roles where specialist skills can be used positively to implement change. Several new roles/teams have been created this year, including Admin, Facilities and Project Support, allowing the museum to use volunteer specialist skills more effectively,

REVIVAL PROJECT

We have been working through the final general snagging for the capital project, many of which became apparent when the museum became fully operational again. This includes making best use of the museum's frontage and opportunities for additional signage. Much of our time on the Revival Project has been spent progressing actions for the Activity Plan.

REVIVAL PROJECT ACTIVITY PLAN

The grant from the National Lottery Heritage Fund supports the delivery of an activity plan up until the end of 2023. This programme of events and activities enables existing and target audiences to increase their understanding of local heritage, while helping to develop civic pride, self-worth and empowerment. Some of the dynamic activities which have taken place include:

Exhibitions

East Dorset Celebrates: 70 years of fun and festivities

This new temporary exhibition, launched in April 2022, celebrated seven decades of fun and festivities in the local area. Inspired by Queen Elizabeth's Platinum Jubilee year, the exhibition offered an interactive and playful look back at how the area celebrated local and national events

over the years. For the first time, the staff worked together taking the exhibition concept and creating an integrated offer across different areas of the museum which appealed to all audiences, including families. Local villages Witchampton, Verwood and Shapwick contributed objects and stories to complement those from Wimborne and Colehill. A programme of community engagement activities and events delivered a children's art competition, a celebration of the FA Vase win with Wimborne Football Club, and bunting made by the community. The museum received excellent feedback on how family-friendly the exhibition was, particularly the 'celebrating nature' garden art project.

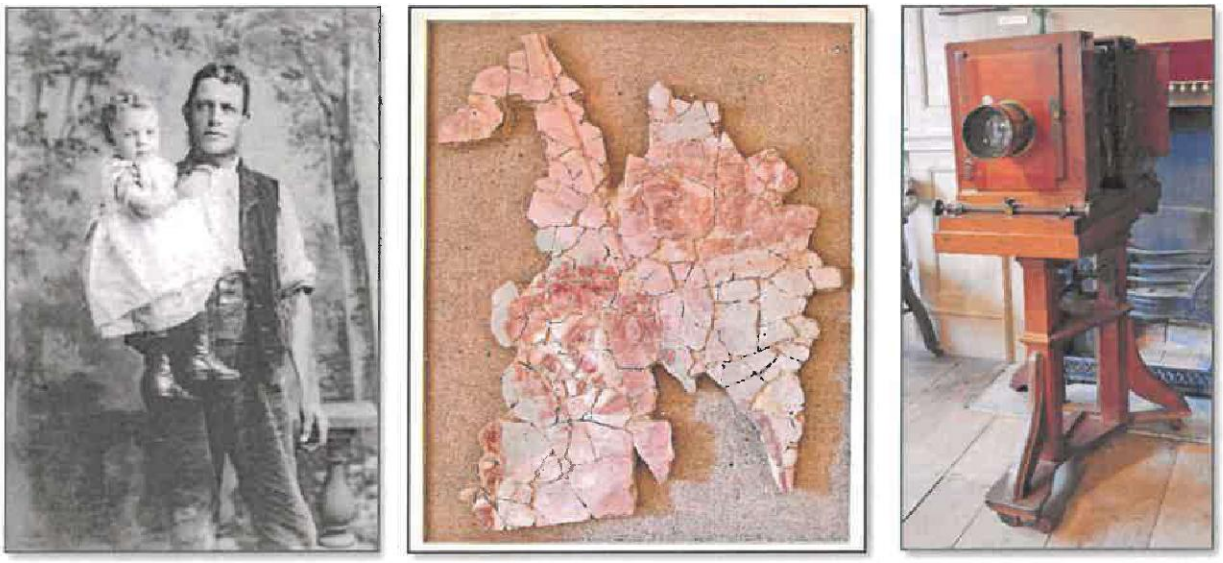
Admiring the Verwood Carnival Queen's crown. Photograph: Dave Keig.

We also started planning for the next two exhibitions. In April 2023 we will open: *Tinker, Tailor, Cappuccino Maker*, an exhibition telling the story of shopkeepers and traders in Wimborne through historic and contemporary portraits and photographs. This has been inspired by the many photographs of local shops and shopkeepers in our collection, dating from the 1860s to the present

day. Our second exhibition, opening in October 2023, is a trial, supported by Revival Project grant, where we plan to buy in a touring exhibition for the first time. *May the Toys be with You* will celebrate vintage Star Wars movie posters and toys, linking to the museum's own significant collection of toys.

'Ways of Seeing'

As part of the Revival Project, Wimborne Community Theatre and Millstream Theatre Group were commissioned to create a performance based on the museum. They took their inspiration from our photographic archives and some objects suggested by museum staff: the Roman fresco from the Tarrant Hinton villa, depicting the myth of Narcissus and Echo; the Victorian camera, used by Job Pottle (19th century) and Jimmy James (20th century) in their Eastbrook Photographic studio to capture images of Wimborne residents and visitors to the town; and the museum's nationally important collection of Victorian Valentine cards. The result was an interactive blend of theatre and cinematography that wove its way around the museum. Three performances were held in March and feedback was extremely positive.



Some of the artefacts which inspired the performance.

Preventive conservation volunteers

As part of the Activity Plan, we recruited a new volunteer team to support the conservation and care of the collection. A small group of volunteers was trained by South West Museum Development's Conservator, Helena Jaesche. The team has already made great progress in condition checking and cleaning objects in the stores and around the museum.

Merchandising volunteers

A team of Merchandising volunteers was recruited from our existing pool of Front of House volunteers and trained by our retail Consultant to put together professional displays inside the shop and in the shop windows. Merchandising can significantly increase the number of sales, and we were pleased to be able to offer volunteers the opportunity to learn a new skill.

Monthly memo

In August, we launched a new newsletter for staff members, volunteers and Trustees to improve lines of communication and generally keep everyone informed across the museum.

Roman living history day

To celebrate the Festival of Archaeology in July we held a themed Roman day with Roman cooking tasters, quizzes, children's craft activities, object handling and storytelling.

Roman food and artefacts brought to life. Photograph: Jayne Jackson.

Disability awareness training

A series of training sessions were created and run by Volunteer Development volunteer, Lynn Wilmott. These explored the different types of disability and how we can create positive experiences for all our visitors. Over half our volunteers signed up for these sessions, showing a strong commitment to improving their skills and knowledge.

Learning and community

Learning and community engagement is a core element of the museum's work. We are proud to continue developing in this area to provide a memorable experience for our local community.

We have seen a sizable increase in schools returning to us after the last couple of disruptive years. We continue to engage schools and improve our existing sessions based on the current curriculum needs and teacher requests. The learning offer has been updated, and prices increased in line with other museums and learning experiences locally.

Professional photographs of our school visits, loan boxes and SEND materials have been taken in partnership with award-winning photographer Jayne Jackson. They are being used to update marketing materials, social media platforms and the museum's website. They showcase our work in its best light and help education providers understand the different types of offer that the museum provides.

The museum offers a wide range of workshops covering over 2000 years of British history, from the Stone Age to the Iron Age, Romans, Victorian life, and the World Wars. Photographs: Jayne Jackson.

We launched our new Superhero Sensory Backpacks, generously funded by the Mansel Pleydell Trust. These give neurodiverse and special needs families the opportunity to explore the museum in an accessible and welcoming way. We also introduced a pop-up Sensory Safe Zone to support those who may be overstimulated by the museum and need to decompress, and this is available on request.

This year has seen a strong focus on family engagement. Thanks to the Revival Project, we were able to update and enhance our activity boxes throughout the museum. These are ideal for children aged two years upwards, and there have been many positive comments about how hands-on and family-friendly we are as a museum. During the summer, we added traditional games in the garden, from giant Jenga to croquet. As part of museum entry, families can participate in free crafts, which change monthly and relate to seasons, national celebrations or cultural holidays and events.

Since April 2022, in partnership with local charity In Jolly Good Company, we have offered 'Jolly Days at the museum'. The group has gained a real following, with regular participants coming for fun dementia-friendly activities twice a month.

Photographs: In Jolly Good Company.

Events

Talks and garden events

We expanded our programme of garden events with great success during 2022 with a range of tours, workshops as well as partnership talks. It was lovely to bring new visitors to the garden. We will build on this in 2023 and have been working on a partnership with the National Gardens Scheme.

Model railway

Wimborne Railway Society returned twice in 2022. During Easter, they brought a family-friendly interactive setup. In Autumn, they returned with the Wimborne Display. These two events brought in a combined uplift of £800 on ticket sales. We are looking forward to welcoming them back in Autumn 2023.

60th birthday summer fête

It was heart-warming to see how many people came along to enjoy our summer fête. We had live music from a local ukelele band and community choir, a maker's market, face-painting, children's traditional games and crafts, along with a cake stall, jigsaws, raffle and Pimm's bar. It was a great fundraiser, bringing in £1226 in total.

Workshops
Our lifelong learning workshop programme has continued to grow and evolve. A successful evening programme runs alongside the daytime workshops and brings in a different audience who are unable to attend during the day. New crafts include fused glass, needle-felting, body butter making and photography, as well as the ever-popular linocut, calligraphy and jewellery making.

Little Explorers
The museum offered six Little Explorer mornings during school holidays throughout the year. We are pleased to work in partnership with Wimborne Library and Wimborne Children's Centre to offer a range of stories, crafts and a garden trail with an average of 80 to 90 children per session.

Halloween
The Museum by Torchlight Halloween event was a sell-out success again, with 60 tickets sold. This gave families the chance to see the museum in a whole new light! Spooky music added to the atmosphere, with a pumpkin trail and themed crafts providing plenty to do.

Christmas
Once again, the museum was bedecked with traditional festive greenery. Our Christmas offer was very successful as we introduced "Visit Santa" for the first time. Families visited the museum after hours to complete a festive trail, make a tree decoration, and enjoy a story with Santa before receiving their traditionally wrapped gift. 136 children visited in total, and the feedback was very good.

The Christmas Shopping Evening was another huge success. 161 members of the community enjoyed sampling local food and drink and had a chance to do some Christmas shopping in the shop and maker's market, whilst being entertained by the "Just Sing" choir. A glass of mulled wine in the museum's Victorian kitchen was included in the ticket price of just £3, making it a real value for money event.

Photograph: Jayne Jackson.

OTHER ACTIVITIES

Collection

Accreditation

In July, we learnt that our Art's Council England Accreditation application had been successful again. During the Revival Project, the museum was automatically moved to 'Working Towards Accreditation' status because it was closed to the public. Several policies and plans needed to be updated following the project and in preparation for Accreditation. This national award confirms that the museum manages its collection properly, engages with its visitors and is governed appropriately.

New environmental monitoring system to protect collections

We successfully applied to the Association of Independent Museums for a Collections Care grant and received £3,918 to introduce a new monitoring system. Our previous system, comprising six Tiny Tag dataloggers over 10 years old, was insufficient to cover museum galleries and storage spaces, which require 32 dataloggers. This meant that most areas were not monitored. Data had to be individually downloaded from each Tiny Tag every two to three months or risk it being lost.

The new Lascar dataloggers use wifi to constantly monitor conditions. The system links to software for computers and mobile devices, with alarms which can be set to alert users when conditions move outside appropriate ranges. This greatly reduces time to check and adjust the environmental conditions of the museum and all data is automatically stored in the cloud.

Crick Institute collaboration

The museum is collaborating with the Francis Crick Institute in a nationwide research project. The project, funded by the Wellcome Foundation, seeks to establish the whole-genome history and evolution in a thousand ancient people from Great Britain, to aid medical research.

Jesse McCabe, a Laboratory Research Scientist at the Francis Crick Institute, carefully examines bone fragments from the Tarrant Hinton burials.

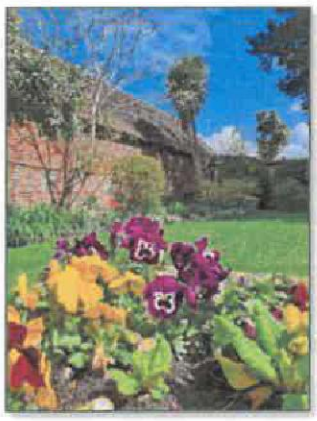
Ancient DNA is being analysed from the skeletal remains of people whose bones have been deposited at the museum. The people lived in and around Tarrant Hinton, Dorset, an area occupied from the Bronze Age (2500 – 800 BC) through the Iron Age (800 BC – AD 43) into Romano-British times, up to AD 388. The museum consulted closely with Dr Simon Mays of Historic England and Prof. Alistair Pike from the University of Southampton in terms of research outcomes from the collaboration. The results, when available, will give the museum new information and fresh insights into people from the past. Any significant findings will be shared with the public.

Information centre

The information centre, managed by the Trust since January 2014, continues to deliver a quality service of local information to both the community and visitors to the area. The service is combined with the main entrance to the Museum of East Dorset, which also includes the shop and second-hand bookshop, both of which are free to enter. Further local makers have been added to the shop stock, ensuring there is always something new and locally crafted to be found.

Garden

The gardening team has worked tirelessly to maintain our wildlife-friendly walled garden which is open to all. Produce from the garden, including heritage fruit varieties, is sold to support the upkeep of the garden and ensure visitors can take a piece of us home with them.



Tea Room

The Tea Room continues to attract a wide range of visitors including many families. We invested in a review by a Food and Beverage consultant to ensure that profit and efficiency are maximised.

Membership scheme

The members of the Trust have always provided invaluable financial support through their subscriptions and attendance at events. Their support enables key services to be delivered, which enhance the local community and provide real public benefit. Many of our members also support the museum through volunteering, generously sharing their skills and experience. As some of our biggest advocates locally, members make a real contribution to our work.

FINANCIAL REPORT

Total income of the Trust was £359,977 (2021/22: £296,410). Due to the cost of living crisis, the commercial income derived from museum and other activities was significantly lower than would be expected in a normal year.

Grants received included £70,000 (2021/22: £70,000) from Dorset County Council, National Lottery Heritage Fund for the Revival Project of £65,022, and £10,500 from Dorset Community Foundation as continuing support for the Millstream Theatre.

The Trust received donations and legacies amounting to £20,444 (2021/22: £11,860). The museum in extremely grateful to the donors for their generous gifts and to all donors, large and small, for their continued support of the museum.

Expenditure on museum activities was £334,608 (2021/22: £473,386).

At the year-end, total unrestricted funds held were £917,168 (2021/22: £916,971). Restricted funds held were £1,492,518 (2021/22: £1,467,346).

Reserve policy

The Trust aims to maintain unrestricted funds, the free reserves of the Charity, at a level sufficient to ensure that all unrestricted expenditure outstanding at any one time can be met. Enhancements or improvements will not be approved unless the Trustees are satisfied that the need has been properly justified and the funds are or will be available to meet the relevant expenditure.

The Trustees have continued their policy of maintaining a minimum reserve (Contingency Reserve) equal to the estimated fixed costs of running the museum for a six-month period if closed. This policy, together with emergency financial support from the Heritage Emergency Fund and Dorset Council, has ensured that the Trust has had the necessary financial resources to cope with the adverse effects of the pandemic.

Investment policy

The Trust receives an income on an annual basis through entrance fees, donations, charitable activities and other sources. It budgets to expend all anticipated income, whilst maintaining a prudent amount in reserves each year. Existing investments remain on deposit at the best rate available with organisations authorized by the Financial Conduct Authority and covered by the Financial Services Compensation Scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Priest's House Museum Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association, and is a registered charity. The members of the museum are subscribing members; in the event of the Trust being wound up, the liability of the guarantee is limited to £10 per member.

Organisation structure

The Board of Trustees, which comprises a maximum complement of 10, oversees the administration of the charity and its trading subsidiary. The Board meets at least four times a year to discuss strategy, finance and other important aspects of the charity's business. It employs a full-time Director who has responsibility for the day-to-day activities of the museum and reports back to the Board of Trustees. The Board employs other staff, both full-time and part-time who work with a large number of volunteers.

The Board of Trustees has two sub-committees:

Resources Committee – has delegated responsibility to consider a range of financial and human resource issues.

Visitor Services Committee – has delegated responsibility to consider visitor experience and commercial aspects of the museum operations

The sub-committees meet a minimum of four times a year and report to the Board at each meeting of the Trustees.

Recruitment and appointment of new Trustees

As set out in the Articles of Association, the Trustees retire by rotation and are elected by members attending the Annual General Meeting (AGM). Trustees can co-opt to the Board during the year and seek confirmation at the next AGM. When considering the appointment of a trustee, due regard is given to a balance of skills to ensure that the Board has as wide a knowledge base as possible. The Trust operates an open recruitment policy for trustees with advertisements placed both locally and nationally as required. Trustees are interviewed before an appointment is made.

Induction of new Trustees

New Trustees undergo an induction where they are briefed on their legal obligations under charity and company law. They are provided with the Charity Commission guidance on public benefit, the Memorandum and Articles of Association, previous Trustee meeting minutes, museum strategy and policy documents, and annual budget and recent financial performance of the Trust. New Trustees will meet the Director and other staff members and have a tour of the facility. All Trustees have the opportunity to attend training events which will benefit their roles on the Board.

Key management remuneration

Trustees receive no remuneration for time spent on museum matters. Details of any expenses claimed by trustees are set out in the financial statements.

Related parties

The Trust has a wholly owned subsidiary: East Dorset TIC Limited (Registered Charity number 8809040), which was established on 1 January 2014 to operate the Tourist Information Centre which had previously been operated by East Dorset District Council. East Dorset TIC Limited transfers any surplus achieved in a financial year to the Priest's House Museum Trust.

Risk management

A risk management strategy continues to be developed by the Board of Trustees to ensure that all significant risks facing the Trust are identified, mitigations put in place where appropriate and their status is reviewed on a regular basis.

Public benefit

The Board of Trustees has referred to the Charity Commission's general guidance on public benefit when reviewing the museum's aims and objectives and in planning activities which are set out in the museum's Forward Plan.

The annual report was approved by the trustees of the charity on 27 October 2023 and signed on its behalf by:

Sara Marshall

Sara Marshall (Chair)
Trustee

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03488337 (England and Wales)

Registered Charity number
1068540

Registered office
23/27 High Street
Wimborne
Dorset BH21 1HR

Trustees
Sara Marshall (Chair)
Gerry Clarke (appointment confirmed at AGM, 05/12/2022)
Sue Cook
Margaret Glover (resigned 18/08/2022)
Vanessa Joseph
Jeremy Mills
David Morgan
Sarah Newman
Tony Prest (resigned 31/03/2023)
Mario Roncaglia

Independent Examiner
PKF Francis Clark
Towngate House
2-8 Parkstone Road
Poole
Dorset BH15 2PW

The Priest's House Museum Trust

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Priest's House Museum Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 27.10.2023 and signed on its behalf by:

Sara Marshall

Sara Marshall (Chair)
Trustee

The Priest's House Museum Trust

Independent Examiner's Report to the trustees of The Priest's House Museum Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Priest's House Museum Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW and ACCA, both of which are listed bodies.

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:

1. accounting records were not kept in respect of The Priest's House Museum Trust as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Anne-Marie Gates FCCA FCA (a partner of)
Chartered Accountants
Towngate House
2-8 Parkstone Road
Poole
Dorset
BH15 2PW

10 November 2023

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	106,293	123,328	229,621
Charitable activities	4	128,481	-	128,481
Investment income	5	1,875	-	1,875
Total income		236,649	123,328	359,977
Expenditure on:				
Raising funds	6	(25,092)	(21,079)	(46,171)
Charitable activities	7	(216,863)	(71,574)	(288,437)
Total expenditure		(241,955)	(92,653)	(334,608)
Net (expenditure)/income		(5,306)	30,675	25,369
Transfers between funds		5,503	(5,503)	-
Net movement in funds		197	25,172	25,369
Reconciliation of funds				
Total funds brought forward		916,971	1,467,346	2,384,317
Total funds carried forward	17	917,168	1,492,518	2,409,686

The notes on pages 26 to 40 form an integral part of these financial statements.

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account)

Prior year Statement of Financial Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	103,841	81,762	185,603
Charitable activities	4	110,224	400	110,624
Investment income	5	183	-	183
Total income		214,248	82,162	296,410
Expenditure on:				
Raising funds	6	(53,864)	-	(53,864)
Charitable activities	7	(319,049)	(100,473)	(419,522)
Total expenditure		(372,913)	(100,473)	(473,386)
Net expenditure		(158,665)	(18,311)	(176,976)
Net movement in funds		(158,665)	(18,311)	(176,976)
Reconciliation of funds				
Total funds brought forward		1,075,636	1,485,657	2,561,293
Total funds carried forward	17	916,971	1,467,346	2,384,317

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 17.

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	13	1,338,743	1,390,265
Investments	14	495,100	495,100
		1,833,843	1,885,365
Current assets			
Debtors	15	178,081	130,931
Cash at bank and in hand		417,856	399,507
		595,937	530,438
Creditors: Amounts falling due within one year	16	(20,094)	(31,486)
Net current assets		575,843	498,952
Net assets		2,409,686	2,384,317
Funds of the charity:			
Restricted income funds			
Restricted funds		1,492,518	1,467,346
Unrestricted income funds			
Unrestricted funds		917,168	916,971
Total funds	17	2,409,686	2,384,317

The notes on pages 26 to 40 form an integral part of these financial statements.

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2023

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 21 to 40 were approved by the trustees, and authorised for issue on 27-10-2023 and signed on their behalf by:

Sara Marshall

Sara Marshall (Chair)
Trustee

The Priest's House Museum Trust

Statement of Cash Flows for the Year Ended 31 March 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash income/(expenditure)		25,369	(176,976)
Adjustments to cash flows from non-cash items			
Depreciation	6	56,506	105,508
Investment income	5	(1,875)	(183)
		80,000	(71,651)
Working capital adjustments			
Increase in debtors	15	(47,150)	(81,866)
(Decrease)/increase in creditors	16	(15,507)	5,598
Increase in deferred income		4,115	411
Net cash flows from operating activities		21,458	(147,508)
Cash flows from investing activities			
Interest receivable and similar income	5	1,875	183
Purchase of tangible fixed assets	13	(4,984)	(7,703)
Net cash flows from investing activities		(3,109)	(7,520)
Net increase/(decrease) in cash and cash equivalents		18,349	(155,028)
Cash and cash equivalents at 1 April		399,507	554,535
Cash and cash equivalents at 31 March		417,856	399,507

All of the cash flows are derived from continuing operations during the above two periods.

The Priest's House Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in the United Kingdom, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office and principle place of business is:
23-27 High Street
Wimborne Minster
Dorset
BH21 1HR

2 Accounting policies

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

Statement of compliance
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation
The Priest's House Museum Trust is a registered charity, registration number 1068540, company number 3488337, registered in the United Kingdom. The address of the charity is given in the reference and administrative details on page 1 of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern
In the opinion of the board the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the foreseeable future and therefore the financial statements have been prepared on a going concern basis. The board has considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted net expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

Subsidiary Entity
The East Dorset Tourist Information Centre ("EDTIC") is a fully owned subsidiary of The Priest's House Museum Trust. EDTIC profit of £nil (2022: £nil) will be donated to The Priest's House Museum Trust in the subsequent financial period.

Income and endowments
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

A grant that becomes receivable as compensation for expenses already incurred will be recognised in the income and expenditure in the same period in which the related expenditure is incurred.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

Income from charitable activities including subscriptions, sales of donated and purchesed goods, fundraising income, catering income, rental income and entrance fees, includes income recognised as earned (as the related goods or services are provided).

Expenditure
All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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

Governance costs
These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Irrecoverable VAT
Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets
Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold buildings and improvements	Over the term of lease
Furniture, fittings and equipment	12.5% straight line basis

Fixed asset investments
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

Investments in subsidiaries are measured at cost less impairment.

Trade debtors
Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents
Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors
Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure
Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds where the resources are set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations
The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Donations and legacies;				
Donations from East Dorset TIC	-	-	-	5,116
Appeals and donations	4,557	10,146	14,703	1,597
Donations from Priest's House Museum Collection Trust	5,741	-	5,741	5,147
Grants, including capital grants;				
Government grants	-	-	-	457
Grants	95,995	113,182	209,177	173,286
	106,293	123,328	229,621	185,603

4 Income from charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Subscriptions	1,735	1,735	2,721
Fundraising income	857	857	972
Catering income	59,055	59,055	45,644
Rental income	18,311	18,311	18,450
Other income	10,594	10,594	13,246
Entrance fees	37,929	37,929	29,591
	128,481	128,481	110,624

5 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	1,875	1,875	183

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Restricted funds £	Total 2023 £
Fundraising costs		25,092	21,079	46,171

	Note	Unrestricted funds General £	Total 2022 £
Fundraising costs		53,864	53,864

7 Expenditure on charitable activities

	Total 2023 £	Total 2022 £
Employment costs	172,395	145,104
Rates and water	(80)	863
Insurance	4,747	4,216
Light and heat	7,483	18,110
Telephone	1,014	2,058
Postage and stationery	1,702	1,809
Advertising	4,801	11,283
Sundries	9,386	8,547
Collections costs	-	9,911
Repairs and maintenance	31,205	31,782
Trade subscriptions	8,260	7,775
Travel and subsistence	2,257	1,683
Irrecoverable VAT	-	16,972
Documentation	2,367	2,070
Recruitment	993	-
Accountancy fees	1,282	6,619
Bank charges	2,603	1,974
Legal and professional fees	18,903	42,159
Depreciationof tangible fixed assets	56,506	105,508
VAT Partial exemption	(42,072)	(3,221)
Governance costs (see note below)	4,685	4,300
	288,437	419,522

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds		
	General	Total 2023	Total 2022
	£	£	£
Independent Examiner's remuneration	4,685	4,685	4,300
	4,685	4,685	4,300

9 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2023	2022
	£	£
Depreciation of fixed assets	56,506	105,508
Independent examiner's fee	4,685	4,300

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2023	2022
	£	£
Staff costs during the year were:		
Wages and salaries	155,462	134,838
Social security costs	9,407	5,232
Pension costs	5,205	3,861
Other staff costs	2,321	1,173
	172,395	145,104

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023	2022
	No	No
Employees	8	6

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £105,020 (2022 - £101,191).

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Leasehold Property and Improvements £	Office Equipment £	Exhibition Fixtures and Fittings £	Total £
Cost				
At 1 April 2022	1,447,667	68,894	300,525	1,817,086
Additions	-	4,984	-	4,984
At 31 March 2023	1,447,667	73,878	300,525	1,822,070
Depreciation				
At 1 April 2022	277,918	57,550	91,353	426,821
Charge for the year	33,905	495	22,106	56,506
At 31 March 2023	311,823	58,045	113,459	483,327
Net book value				
At 31 March 2023	1,135,844	15,833	187,066	1,338,743
At 31 March 2022	1,169,749	11,344	209,172	1,390,265

Heritage assets

The collections managed and recorded by the Museum are held by The Priest's House Museum Collection Trust and details are disclosed in the financial statements of The Priest's House Museum Collection Trust.

14 Fixed asset investments

	2023 £	2022 £
Investment properties	495,000	495,000
Shares in group undertakings and participating interests	100	100
	495,100	495,100

Investment properties

	Investment properties £
Cost or Valuation	
At 1 April 2022	495,000
Provision	
At 31 March 2023	-
Net book value	
At 31 March 2023	495,000
At 31 March 2022	495,000

Shares in group undertakings and participating interests

	Subsidiary undertakings £	Total £
Cost		
At 1 April 2022	100	100
At 31 March 2023	100	100
Net book value		
At 31 March 2023	100	100
At 31 March 2022	100	100

15 Debtors

	2023 £	2022 £
Trade debtors	1,926	2,171
Due from group undertakings	111,564	76,970
Prepayments	1,381	2,046
Accrued income	33,724	-
VAT recoverable	5,380	8,953
Other debtors	24,106	40,791
	178,081	130,931

16 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	4,299	18,163
Other creditors	1,037	-
Accruals	10,232	12,912
Deferred income	4,526	411
	20,094	31,486

17 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds					
General					
Unrestricted Fund	325,311	236,649	(241,955)	7,163	327,168
Designated					
Pension Fund	1,660	-	-	(1,660)	-
Contingency Reserve	95,000	-	-	-	95,000
Bequest of property (Charltons)	495,000	-	-	-	495,000
	591,660	-	-	(1,660)	590,000
Total unrestricted funds	916,971	236,649	(241,955)	5,503	917,168
Restricted funds					
Education Fund	602	-	(602)	-	-
New Build Fund including HLF revival funding	1,457,482	94,489	(79,743)	-	1,472,228
Arts Council Grant	1,041	-	-	(1,041)	-
WW1 Fund	-	2,997	(2,997)	-	-
Town and Parish Council	4,000	-	-	(4,000)	-
Bankes Project	362	-	-	(362)	-
Millstream Project	3,759	10,750	(3,880)	-	10,629
AIM	-	3,717	(3,530)	-	187
Event / Project Donation	-	11,375	(1,901)	-	9,474
2021 TB Skeleton	100	-	-	(100)	-
Total restricted funds	1,467,346	123,328	(92,653)	(5,503)	1,492,518
Total funds	2,384,317	359,977	(334,608)	-	2,409,686

The Priest's House Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General				
Unrestricted Fund	483,976	214,248	(372,913)	325,311
Designated				
Pension Fund	1,660	-	-	1,660
Contingency Reserve	95,000	-	-	95,000
Bequest of property (Charltons)	495,000	-	-	495,000
	591,660	-	-	591,660
Total unrestricted funds	1,075,636	214,248	(372,913)	916,971
Restricted				
Education Fund	602	-	-	602
New Build Fund including HLF revival funding	1,475,530	76,612	(94,660)	1,457,482
Arts Council Grant	1,041	-	-	1,041
Town and Parish Council	4,000	-	-	4,000
Bankes Project	362	-	-	362
Millstream Project	4,022	5,550	(5,813)	3,759
2021 TB Skeleton	100	-	-	100
Total restricted funds	1,485,657	82,162	(100,473)	1,467,346
Total funds	2,561,293	296,410	(473,386)	2,384,317

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

The New Build Fund including HLF revival funding represents the net book value of leasehold property and improvements and exhibition fixtures and fittings.

The other restricted fund held are for the purposes described.

Designated funds:

Bequest of property (Charltons) represents the value of a property gifted to the Trust, income from which is used to support the general activities of the Trust.

Contingency fund represents funds set aside for the running of the Trust for a period of up to 12 months if exceptional circumstances lead to a significant loss of income.

18 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 31 March 2023
	General	Designated		
	£	£	£	£
Tangible fixed assets	-	-	1,338,743	1,338,743
Fixed asset investments	100	495,000	-	495,100
Current assets	347,162	95,000	153,775	595,937
Current liabilities	(20,094)	-	-	(20,094)
Total net assets	327,168	590,000	1,492,518	2,409,686

	Unrestricted funds		Restricted funds	Total funds at 31 March 2022
	General	Designated		
	£	£	£	£
Tangible fixed assets	-	-	1,390,265	1,390,265
Fixed asset investments	100	495,000	-	495,100
Current assets	356,697	96,660	77,081	530,438
Current liabilities	(31,486)	-	-	(31,486)
Total net assets	325,311	591,660	1,467,346	2,384,317

19 Related party transactions

During the year the charity made the following related party transactions:

The Priest's House Museum Collection Trust
(A charity with common Trustees)
During the year £5,741 (2022: £5,147) was received in donations from The Priest's House Museum Collection Trust. At the balance sheet date the amount due from The Priest's House Museum Collection Trust was £17,702 (2022 - £Nil).

East Dorset TIC
(Subsidiary)
During the year wages recharges of £10,182 (2022: £23,738) were made to East Dorset TIC.

Taxable profits generated from East Dorset TIC of £nil (2022: £nil) are gift aided to The Priest's House Museum Trust in the subsequent financial year. At the balance sheet date the amount due from East Dorset TIC was £111,574 (2022 - £76,970).

THE PRIEST'S HOUSE MUSEUM TRUST

England & Wales - Charity number 1068540

Accounts

Company registration number: 3488337

Charity registration number: 1068540

The Priest's House Museum Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

The Priest's House Museum Trust

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THE PRIEST'S HOUSE MUSEUM TRUST

Report of the Trustees
for the Year Ended 31 March 2022

Young refugees from around the world explored issues of home, identity and being part of a community in our 'Objects and Stories' project. *Photograph: Richard Frewer.*

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The Trustees have adopted the provisions of 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) (January 2022).

OBJECTIVES AND ACTIVITIES

The Charity's purposes are set out in the objects contained in the Memorandum and Articles of Association of the Priest's House Museum Trust. The Trust's objects are:

1) To advance education for the public benefit, in particular but not exclusively in the archaeology and social history of Wimborne and East Dorset as told through its heritage, landscapes and stories of the people in the area;

2) To provide and maintain a museum and information service at the property known as the Priest's House in Wimborne or such other buildings, and in pursuit of that object:

   to borrow and loan artefacts and archives relating to the area;
   to manage, document, conserve and safeguard the museum collections and holdings;
   to exhibit, interpret and provide public access to the museum collections and holdings;
   to provide learning experiences and activities for the public;
   to provide exhibitions, conferences, workshops and other events;
   to research, promote and publish studies of the area;
   to provide an information service to the public.

3) To undertake any other charitable purpose.

INTRODUCTION

The Museum of East Dorset is the cultural hub and place to visit to learn more about the history of the area. It is an Arts Council England Accredited Museum. Its collections include rare and unique exhibits of local and national significance, which preserve and celebrate the culture and stories of the local people from prehistory to the present day.

The Museum of East Dorset rightly has a reputation for excellence in its schools' programmes. It engages with the local community through changing exhibitions, events and outreach and offers enjoyment, learning and inspiration to visitors of all ages.

The museum and information centre are housed in a Grade II* listed building, which dates from late Elizabethan/early Jacobean times, with its own heritage-planted walled garden. The museum is located opposite the Minster Church in Wimborne.

The ongoing Covid-19 pandemic continued to have an impact on museum activity throughout this reporting period.

STRATEGY AND FUTURE PLANS

Following on from the launch of an updated business strategy in 2021, this year saw the completion of a new Forward Plan for 2021 - 2023. The plan translates the strategy into tangible actions against which the team can deliver, ensuring we are able to measure our progress towards our strategic priorities. As a small museum delivering big ambitions, it is essential that we are able to focus our resources where they will have the most impact.

We have continued our work to create more sustainable income streams for the museum, with a focus on increasing visitor numbers to the museum. This work will be ongoing across 2022/2023 and will include a full review of our marketing to ensure we are accurately targeting our priority local and family audiences. By improving financial sustainability, the museum can continue to provide high quality services to the East Dorset community and deliver real public benefit through its learning and community engagement activities. We know that the future of museums continues to be precarious, with reduced council funding likely and increased competition for grants.

The Trust will continue to align its aims with those of its key strategic partners: Arts Council England, National Lottery Heritage Fund (NLHF) and Dorset Council. The museum is grateful for the financial contribution it receives from Dorset Council through the Service Level Agreement, which provides vital funds to support our work.

Looking forward, 2022/23 will see the final delivery of the National Lottery Heritage Fund activity plan, including the creation of two new volunteer teams: Research and Preventive Conservation. Both will drive forward work in these key areas. We will also be setting up an Inclusion Group for the museum, which will act as an advisory group to ensure we are progressing our ambitions to improve access for all to the museum. We look forward to working with Wimborne Community Theatre group again to create a new theatrical production inspired by our collection, with workshops for schools and young people.

Vision

Hilda Coles' vision for her museum, 1960:
"… in the best sense of the word, a 'live' museum - a centre of education and culture, continually changing its displays and appealing to children as well as to adults" (*Western Gazette,* 2 December 1960).

Vision 2021 - 2025
We aspire to celebrate our rich heritage through a vibrant museum and cultural hub which connects people with the past and offers enjoyment, learning and inspiration to visitors of all ages.

Mission

To become a dynamic heritage and cultural centre for all, and a quality attraction in the area.

We will achieve this through the following objectives:

1. Provide a compelling value-for-money experience for all ages which generates repeat visits and recommendations.
2. Help people to discover, share and engage with the stories of East Dorset on site and digitally
3. Improve collections care, management and knowledge
4. Develop our understanding and relationship with different communities in East Dorset and beyond
5. Diversify/increase income streams from Museum of East Dorset and East Dorset Information Centre
6. Ensure staff and volunteers are appreciated and supported to effectively deliver their roles
7. Improve efficiency of operations, ensuring key processes, procedures and information are readily accessible.

Values and behaviours

- Celebrate East Dorset's heritage and culture by providing a sense of community and place
- Deliver a WOW experience through our museum services for all ages
- Embrace change: be open-minded to the possibilities it brings
- Create welcoming and safe spaces of interaction, participation and engagement - face to face and online
- Be imaginative and innovative; create fun wherever possible
- Offer authentic, knowledge-based growth and learning opportunities
- Build open and honest relationships which respect people, through communications
- Build a positive team spirit with all stakeholders
- Be accessible and inclusive in all we do
- Stay true to Hilda's vision to be there for future generations

People

During this reporting period, we have had several staff changes at the museum, including Director Emma Ayling's departure in May and the recruitment of Chezzie Hollow as Director in September. We said goodbye to James Webb, Acting Director in December 2021. September also saw Rachel Vivian our Learning and Community Engagement Offer leave for new opportunities, with Lara Longford joining the museum.

As always, our success as a museum is dependent on the support and dedication of the staff and over 80 volunteers who contribute thousands of hours to ensure we achieve our vision. The museum continues to develop a strong volunteer programme which offers a range of opportunities where people can use or develop skills, become part of a community and enhance their wellbeing. The museum has developed new roles where specialist skills can be used in a positive way to implement change.

REVIVAL PROJECT

The final formal snagging for the Revival Project was completed early 2022. As we welcome more visitors to the museum, we discover where further tweaks can be made to ensure that we offer the best possible experience to visitors. We are also pleased to have completed the new volunteer break room which offers some much-needed space where people can relax.

In October, the museum held a party to thank those who had been involved in the capital works for the Revival Project. Sponsors and funders, architect, building contractors, consultants, project manager, Trustees, staff and other contributors were finally able to come together and raise a toast to the new museum and information centre.

Left: Stephen Boyce, National Lottery Heritage Fund (NLHF), expresses his delight at the completion of the capital works. Right: Philippa Davies and Stephen Boyce, NLHF; Claire Fear, Conservation Architect, Thread; Sara Marshall, Chair of the Priest's House Museum Trust; and Jane Alexander, Project Manager.

REVIVAL PROJECT ACTIVITY PLAN

The grant from the National Lottery Heritage Fund also supports the delivery of an activity plan up until the end of 2023. This programme of events and activities enables existing and target audiences to increase their understanding of local heritage, while helping to develop civic pride, self-worth and empowerment. Some of the dynamic activities which have taken place include:

Exhibitions

Sir Ernest Kaye Le Fleming, Local Hero and Early Influencer

This exhibition celebrated the life and achievements of Ernest Kaye Le Fleming (1872 - 1946), a local GP who reached national prominence as Chairman of the British Medical Association. Ernest was an enthusiastic collector. In 1962, when the museum opened, his photographs and objects became an important part of our collection. Thanks to him, we can display the nationally significant collection of Victorian Valentines, which he saved from being pulped during the war.

Remembering Ian Willis

The museum celebrated this well known, and much loved, local character who was born and bred in Wimborne. His home, Serles House, and particularly its garden, became famous for quirky and creative design and 'interesting' artefacts. Ian was a keen supporter of the Museum of East Dorset. Over the years, he donated many items to the collection.

Left: Curator with a stuffed crocodile, taken in lieu of cash payment by Sir Ernest Kaye Le Fleming for his services as a doctor.
Right: Panel from Remembering Ian Willis display.

East Dorset Celebrates, 70 years of fun and festivities

In February, we celebrated the Queen's Platinum Jubilee with the Queen's portrait and bunting in the main museum window.

A significant amount of time was devoted to the planning of a new temporary exhibition to be opened in April 2022. For the first time, the whole team worked together to create the exhibition, resulting in an offer to appeal to all audiences, including families. The exhibition will continue to evolve throughout 2022, offering great value for our members and annual pass holders.

Learning and community

Learning and community engagement is a core element of the museum's work. We are proud to continue developing in this area to provide a memorable experience for our local community.

Schools have slowly started to re-book following the disruption of 2020, and we will need to continue engaging and encouraging bookings next year. Our new Learning and Community Engagement Officer, who joined us in September, has fully updated and refreshed our learning offer to ensure it meets the current needs for schools.

We have been busy planning a new partnership with In Jolly Good Company to bring their dementia friendly activities to a central Wimborne location. This exciting offer will launch at the museum in April 2022.

The Reminiscence group, in partnership with Wimborne Library, has continued to meet, when possible, offering a chance to chat and share memories.

A Holiday Activities and Food (HAF) session was held in the summer holidays, funded by Dorset Council. This brought children from low-income families to the museum for a four-hour session, with a free hot meal as well as art and craft activities.

Millstream Theatre, facilitated by Persuasion Arts and State of Play, has continued to meet and provide exceptional opportunities to the local community. Millstream has been successful in obtaining a new grant to support its work.

Family activities

From the Great Pudding Stir in December to our ever-popular Little Explorer craft activities in school holidays, there is more for families to enjoy at the museum than ever before. Our February Little Explorers considered the environment and recycling and was co-hosted with Dorset Wildlife Trust.

'Objects and Stories'

This four-week programme in conjunction with DEED (a local global education charity) involved young refugees from around the world who are now studying at Bournemouth & Poole College. 'Objects and Stories' explored issues of home, identity and being part of a community with Drama Specialist, Sharon Muiruri Coyne. This project was a reminder of the museum's role in bringing people together and sharing stories, ensuring we are at the heart of the community. The project concluded with a powerful celebration performance.

The young people particularly enjoyed the Victorian kitchen as they recognised many items which are still being used in their homes today. *Photograph: Richard Frewer.*

Events

A flourishing events programme continued to go from strength to strength as lockdown restrictions lifted.

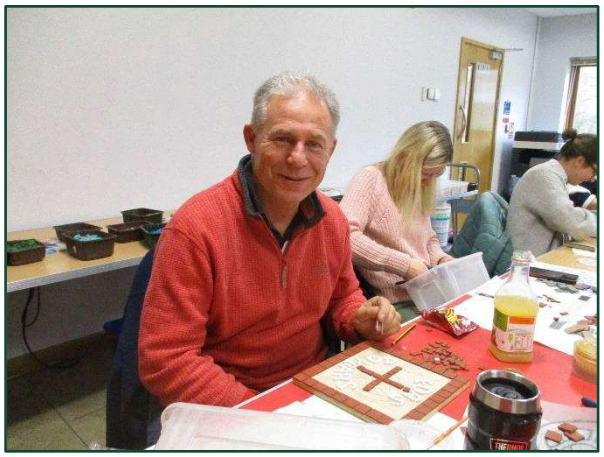
Talks

In October, Dr Simon Mays of Historic England gave a lecture on the museum's Iron Age TB skeleton, an artefact of national significance, which has received 83 citations in scientific publications over the years. He discussed what the disease might have meant for this person and his community and also suggested possible avenues of future research.

In February, Professor Alistair Pike from the University of Southampton delivered a ZOOM lecture where he discussed how human movement can be detected in teeth, and how this is helping us understand the arrival of past diseases into Britain, and even Neanderthal hunting strategies. The lecture was followed by a Q&A session.

Workshops

Our lifelong learning workshop programme has grown to include new suppliers and types of crafts. Based on the success of this year, an evening programme will run alongside the existing daytime programme in 2022/23. It will be aimed at a slightly different audience and will offer alternative crafts and workshops.



Workshops: Mosaics, calligraphy and printmaking (Linocut)

Model Railway

In October, we were delighted to welcome Wimborne Model Railway who put on an exhibition in the Hilda Coles Centre. There was a real buzz on site with many visitors coming just to see them and learn more about the fascinating history of the Wimborne Railway. More weekends will be planned in 2022.

Halloween

Our first 'Museum by Torchlight' Halloween event was a sell-out success with 49 tickets sold. This gave families the chance to see the museum in a whole new light! Spooky music added to the atmosphere, with a pumpkin trail and themed biscuit decorating providing plenty to do. This event will be extended next year to allow more families to take part in the fun.

Christmas

Our Christmas offer was very successful. From the Great Pudding Stir to our ever-popular Christmas Shopping Evening, the museum was full of festive cheer. The Community Christmas Tree included decorations made by local schools and care homes; museum visitors were able to add their own Christmas wishes. The Victorian Kitchen was decorated with greenery, much from the garden, and new interpretation boards shared Georgian and Victorian Christmas traditions.

A display of Christmas and New Year cards from the late Victorian and Edwardian eras was particularly popular as many had never been displayed before.

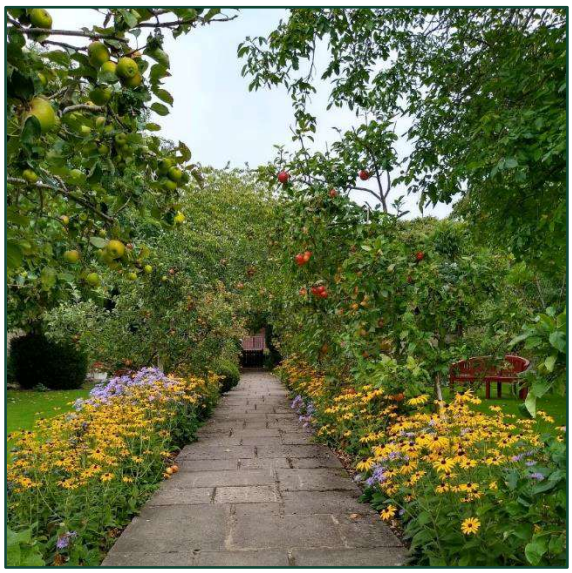
OTHER ACTIVITIES

East Dorset Tourist Information Centre

The information centre, managed by the Trust since January 2014, continues to deliver a quality service of local information to both the community and visitors to the area. The service is combined with the main entrance to the Museum of East Dorset, which also includes the shop and second-hand bookshop, both of which are free to enter. Further local makers have been added to the shop stock, ensuring there is always something new and locally crafted to be found.

Garden

The gardening team has worked tirelessly to maintain our wildlife friendly walled garden. Produce from the garden, including heritage fruit varieties, is sold to support the upkeep of the garden and ensure visitors can take a piece of us home with them. We started to offer garden tours this year as a new income stream. Although these started relatively late in the season they have proved extremely popular, giving visitors an opportunity to explore our beautiful heritage garden in more depth.



Membership scheme

The Trust’s existing members has always provided invaluable financial support through their subscriptions and attendance at events. Their support enables key services to be delivered which enhance the local community and provide real public benefit. Many of our members also support the museum through volunteering, generously sharing their skills and experience. As some of our biggest advocates locally, members make a real contribution to our work.

Public benefit

The Board of Trustees has referred to the Charity Commission's general guidance on public benefit when reviewing the museum's aims and objectives and in planning activities. In particular, the Board considers how planned activities will contribute to the aims and objectives set out in the museum's Forward Plan.

FINANCIAL REPORT

Total income of the Trust was £296,410 (2021: £610,899). Due to the enforced closure of the museum at certain times of the year, and government-imposed restrictions related to the pandemic, the commercial income derived from museum and other activities was significantly lower than would be expected in a normal year. However, we received £91,524 in emergency grant funding from various sources, including the Heritage Emergency Fund and Dorset Council, which helped to compensate for the lower commercial income.

Also included in grant income are funds received from the National Lottery Heritage Fund for the Revival Project amounting to £76,612. The property refurbishment part of this project was successfully completed during the year. The Trust also received a grant of £nil (2021: £70,000) from Dorset County Council.

The Trust received donations and legacies amounting to £12,317 (2021: £23,150). The museum in extremely grateful to the donors for their generous gifts and to all donors, large and small, for their continued support.

Expenditure on museum activities was £473,386 (2021: £426,835).

At the year-end, total unrestricted funds held were £916,971 (2021: £1,075,636). Restricted funds held were £1,467,346 (2021 £1,485,657).

Reserve policy

The Trust aims to maintain unrestricted funds, the free reserves of the Charity, at a level sufficient to ensure that all unrestricted expenditure outstanding at any one time can be met. Enhancements or improvements will not be approved unless the Trustees are satisfied that the need has been properly justified and the funds are or will be available to meet the relevant expenditure.

The Trustees have continued their policy of maintaining a minimum reserve (Contingency Reserve) equal to the estimated fixed costs of running the museum for a six-month period if closed. This policy, together with emergency financial support from the Heritage Emergency Fund and Dorset Council, has ensured that the Trust has had the necessary financial resources to cope with the adverse effects of the pandemic.

Investment policy

The Trust receives an income on an annual basis through entrance fees, donations, charitable activities and other sources. It budgets to expend all anticipated income, whilst maintaining a prudent amount in reserves each year. Existing investments remain on deposit at the best rate available with organisations authorized by the Financial Conduct Authority and covered by the Financial Services Compensation Scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Priest's House Museum Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association, and is a registered charity. The members of the museum are subscribing members; in the event of the Trust being wound up, the liability of the guarantee is limited to £10 per member.

At the 2021 AGM, members voted to approve the proposed amended Articles of Association to allow an AGM to be held on a electronic platform.

Recruitment and appointment of new Trustees

As set out in the Articles of Association, the Trustees retire by rotation and are elected by members attending the Annual General Meeting (AGM). Trustees can co-opt to the Board during the year and seek confirmation at the next AGM. When considering the appointment of a trustee, due regard is given to a balance of skills to ensure that the Board has as wide a knowledge base as possible. The Trust operates an open recruitment policy for trustees with advertisements placed both locally and nationally as required. Trustees are interviewed before an appointment is made.

Organisation structure

The Board of Trustees, which comprises a maximum complement of 10, oversees the administration of the charity and its trading subsidiary. The Board meets at least four times a year to discuss strategy, finance and other important aspects of the charity's business. It employs a full-time Director who has responsibility for the day-to-day activities of the museum and reports back to the Board of Trustees. The Board employs other staff, both full-time and part-time who work with a large number of volunteers.

The Board of Trustees has two sub-committees:

Resources Committee – has delegated responsibility to consider a range of financial and human resource issues.

Visitor Services Committee – has delegated responsibility to consider visitor experience and commercial aspects of the museum operations

The sub-committees meet a minimum of four times a year and report to the Board at each meeting of the Trustees.

Induction of new Trustees

New Trustees will undergo an induction where they will be briefed on their legal obligations under charity and company law. They are provided with the Charity Commission guidance on public benefit, the Memorandum and Articles of Association, previous Trustee meeting minutes, museum strategy and policy documents, and annual budget and recent financial performance of the Trust. New Trustees will meet the Director and other staff members and have a tour of the facility. All Trustees have the opportunity to attend training events which will benefit their roles on the Board.

Key management remuneration

Trustees receive no remuneration for time spent on museum matters. Details of any expenses claimed by trustees are set out in the financial statements.

Staff pay levels are reviewed annually by the Board. Factors considered are inflation, comparable pay levels, performance and available financial resources.

In 2021, all staff salaries were graded in line with the museum sector. The museum also opted to become a Living Wage employer.

Related parties

The Trust has a wholly owned subsidiary: East Dorset TIC Limited (Registered Charity number 8809040), which was established on 1 January 2014 to operate the Tourist Information Centre which had previously been operated by East Dorset District Council. East Dorset TIC Limited transfers any surplus achieved in a financial year to the Priest's House Museum Trust.

Risk management

A risk management strategy continues to be developed by the Board of Trustees to ensure that all significant risks facing the Trust are identified, mitigations put in place where appropriate and their status is reviewed on a regular basis.

The annual report was approved by the trustees of the charity on 28 October 2022 and signed on its behalf by:

Sara L. Marshall

……..
Sara Marshall (Chair)
Trustee

The Priest's House Museum Trust

Trustees' Report

Reference and Administrative Details

Trustees	Sara Marshall (Chair) Sue Cook Vanessa Joseph Jeremy Mills David Morgan Sarah Newman Tony Prest Mario Roncaglia
Principal Office	23-27 High Street Wimborne Minster Dorset BH21 1HR
Company Registration Number	3488337
Charity Registration Number	1068540
Bankers	National Westminster Bank 7 West Borough Wimborne Minster BH21 1PR
Independent Examiner	PKF Francis Clark Chartered Accountants Towngate House 2-8 Parkstone Road Poole Dorset BH15 2PW

The Priest's House Museum Trust

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Priest's House Museum Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 28 October 2022 and signed on its behalf by:

Sara L. Marshall

.....

Sara Marshall (Chair)
Trustee

The Priest's House Museum Trust

Independent Examiner's Report to the trustees of The Priest's House Museum Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 18 to 37.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Priest's House Museum Trust (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of The Priest's House Museum Trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Priest's House Museum Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW and ACCA, both of which are listed bodies.

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:

1. accounting records were not kept in respect of The Priest's House Museum Trust as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Anne-Marie Gates FCCA FCA (a partner of)
Chartered Accountants
Towngate House
2-8 Parkstone Road
Poole
Dorset
BH15 2PW

4 November 2022

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	103,841	81,762	185,603
Charitable activities	4	110,224	400	110,624
Investment income	5	183	-	183
Total income		214,248	82,162	296,410
Expenditure on:				
Raising funds	6	(53,864)	-	(53,864)
Charitable activities	7	(319,049)	(100,473)	(419,522)
Total expenditure		(372,913)	(100,473)	(473,386)
Net expenditure		(158,665)	(18,311)	(176,976)
Net movement in funds		(158,665)	(18,311)	(176,976)
Reconciliation of funds				
Total funds brought forward		1,075,636	1,485,657	2,561,293
Total funds carried forward	18	916,971	1,467,346	2,384,317

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	147,987	434,661	582,648
Charitable activities	4	28,137	-	28,137
Investment income	5	114	-	114
Total income		176,238	434,661	610,899
Expenditure on:				
Raising funds	6	(36,419)	-	(36,419)
Charitable activities	7	(395,591)	(31,244)	(426,835)
Total expenditure		(432,010)	(31,244)	(463,254)
Net (expenditure)/income		(255,772)	403,417	147,645
Transfers between funds		354,016	(354,016)	-
Net movement in funds		98,244	49,401	147,645
Reconciliation of funds				
Total funds brought forward		977,392	1,436,256	2,413,648
Total funds carried forward	18	1,075,636	1,485,657	2,561,293

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 18.

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	13	1,390,265	1,488,070
Investments	14	495,100	495,100
		1,885,365	1,983,170
Current assets			
Debtors	15	130,931	49,154
Cash at bank and in hand	16	399,507	554,535
		530,438	603,689
Creditors: Amounts falling due within one year	17	(31,486)	(25,566)
Net current assets		498,952	578,123
Net assets		2,384,317	2,561,293
Funds of the charity:			
Restricted income funds			
Restricted funds	18	1,467,346	1,485,657
Unrestricted income funds			
Unrestricted funds		916,971	1,075,636
Total funds	18	2,384,317	2,561,293

The notes on pages 23 to 37 form an integral part of these financial statements.

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2022

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 18 to 37 were approved by the trustees, and authorised for issue on 28 October 2022 and signed on their behalf by:

.....
Sara Marshall (Chair)
Trustee

The Priest's House Museum Trust

Statement of Cash Flows for the Year Ended 31 March 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash (expenditure)/income		(176,976)	147,645
Adjustments to cash flows from non-cash items			
Depreciation	6	105,508	107,677
Investment income	5	(183)	(114)
		(71,651)	255,208
Working capital adjustments			
(Increase)/decrease in debtors	15	(81,777)	55,593
Increase/(decrease) in creditors	17	5,509	(84,382)
Increase in deferred income		411	396,190
Net cash flows from operating activities		(147,508)	622,609
Cash flows from investing activities			
Interest receivable and similar income	5	183	114
Purchase of tangible fixed assets	13	(7,703)	(284,055)
Net cash flows from investing activities		(7,520)	(283,941)
Net (decrease)/increase in cash and cash equivalents		(155,028)	338,668
Cash and cash equivalents at 1 April		554,535	215,867
Cash and cash equivalents at 31 March		399,507	554,535

All of the cash flows are derived from continuing operations during the above two periods.

The Priest's House Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by share capital, incorporated in the United Kingdom.

The address of its registered office and principle place of business is:
23-27 High Street
Wimborne Minster
Dorset
BH21 1HR

2 Accounting policies

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

Statement of compliance
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation
The Priest's House Museum Trust is a registered charity, registration number 1068540, company number 3488337, registered in the United Kingdom. The address of the charity is given in the reference and administrative details on page 1 of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern
In the opinion of the board the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the foreseeable future and therefore the financial statements have been prepared on a going concern basis. The board has considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted net expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

Subsidiary Entity
The East Dorset Tourist Information Centre ("EDTIC") is a fully owned subsidiary of The Priest's House Museum Trust. EDTIC profit of £nil (2021: £5,116) will be donated to The Priest's House Museum Trust in the subsequent financial period..

Income and endowments
All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

A grant that becomes receivable as compensation for expenses already incurred will be recognised in the income and expenditure in the same period in which the related expenditure is incurred.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

Income from charitable activities including subscriptions, sales of donated and purchesed goods, fundraising income, catering income, rental income and entrance fees, includes income recognised as earned (as the related goods or services are provided).

Expenditure
All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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

Governance costs
These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants
Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Irrecoverable VAT
Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets
Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold buildings and improvements	Over the term of lease
Furniture, fittings and equipment	12.5% straight line basis
Assets under construction	No Depreciation

Fixed asset investments
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

Investments in subsidiaries are measured at cost less impairment.

Trade debtors
Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents
Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors
Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure
Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds where the resources are set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations
The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Donations and legacies;				
Donations from East Dorset TIC	5,116	-	5,116	12,743
Appeals and donations	1,597	-	1,597	6,725
Donations from Priest's House Museum Collection Trust	5,147	-	5,147	8,420
Grants, including capital grants;				
Government grants	457	-	457	12,966
Grants	91,524	81,762	173,286	541,794
	103,841	81,762	185,603	582,648

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Subscriptions	2,721	-	2,721	474
Fundraising income	572	400	972	-
Catering income	45,644	-	45,644	1,887
Rental income	18,450	-	18,450	18,492
Other income	13,246	-	13,246	15,960
Entrance fees	29,591	-	29,591	4,320
	110,224	400	110,624	41,133

5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	183	183	114

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total 2022 £	Total 2021 £
Fundraising costs		53,864	53,864	36,419

7 Expenditure on charitable activities

	Total 2022 £	Total 2021 £
Employment costs	145,104	133,050
Rates and water	863	1,608
Insurance	4,216	5,224
Light and heat	18,110	7,520
Telephone	2,058	2,984
Postage and stationery	1,809	6,211
Advertising	11,283	32,162
Sundries	8,547	8,952
Collections costs	9,911	-
Repairs and maintenance	31,782	41,115
Trade subscriptions	7,775	4,107
Travel and subsistence	1,683	471
Irrecoverable VAT	16,972	48,250
Documentation	2,070	1,992
Accountancy fees	6,619	11,139
Bank charges	1,974	184
Legal and professional fees	42,159	10,214
Depreciationof tangible fixed assets	105,508	107,677
VAT Partial exemption	(3,221)	-
Governance costs (see note below)	4,300	3,975
	419,522	426,835

In addition to the expenditure analysed above, there are also governance costs of £4,300 (2021 - £3,975) which relate directly to charitable activities. See note 8 for further details.

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds		
	General	Total 2022	Total 2021
	£	£	£
Independent Examiner's remuneration	4,300	4,300	3,975
	4,300	4,300	3,975

9 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2022	2021
	£	£
Depreciation of fixed assets	105,508	107,677
Independent examiner's fee	4,135	3,975

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2022	2021
	£	£
Staff costs during the year were:		
Wages and salaries	134,838	124,683
Social security costs	5,232	5,069
Pension costs	3,861	3,298
Other staff costs	1,173	-
	145,104	133,050

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2022	2021
	No	No
Employees	6	8

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £101,191 (2021 - £46,582).

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Leasehold Property and Improvements £	Office Equipment £	Exhibition Fixtures and Fittings £	Total £
Cost				
At 1 April 2021	1,440,644	68,214	300,525	1,809,383
Additions	7,023	680	-	7,703
At 31 March 2022	1,447,667	68,894	300,525	1,817,086
Depreciation				
At 1 April 2021	219,962	55,674	45,677	321,313
Charge for the year	57,956	1,876	45,676	105,508
At 31 March 2022	277,918	57,550	91,353	426,821
Net book value				
At 31 March 2022	1,169,749	11,344	209,172	1,390,265
At 31 March 2021	1,220,682	12,540	254,848	1,488,070

Heritage assets

The collections managed and recorded by the Museum are held by The Priest's House Museum Collection Trust and details are disclosed in the financial statements of The Priest's House Museum Collection Trust.

14 Fixed asset investments

	2022 £	2021 £
Investment properties	495,000	495,000
Shares in group undertakings and participating interests	100	100
	495,100	495,100

Investment properties

	Investment properties £
Cost or Valuation	
At 1 April 2021	495,000
Provision	
At 31 March 2022	-
Net book value	
At 31 March 2022	495,000
At 31 March 2021	495,000

Shares in group undertakings and participating interests

	Subsidiary undertakings £	Total £
Cost		
At 1 April 2021	100	100
At 31 March 2022	100	100
Net book value		
At 31 March 2022	100	100
At 31 March 2021	100	100

15 Debtors

	2022 £	2021 £
Trade debtors	2,171	836
Due from group undertakings	76,970	24,155
Prepayments	2,046	20,722
VAT recoverable	8,953	237
Other debtors	40,791	3,204
	130,931	49,154

16 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	31	109
Cash at bank	290,729	445,801
Short-term deposits	108,747	108,625
	399,507	554,535

17 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	18,163	16,278
Intercompany loan	-	89
Other creditors	-	3,458
Accruals	12,912	5,741
Deferred income	411	-
	31,486	25,566

18 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General				
Unrestricted Fund	483,976	214,248	(372,913)	325,311
Designated				
Pension Fund	1,660	-	-	1,660
Contingency Reserve	95,000	-	-	95,000
Bequest of property (Charltons)	495,000	-	-	495,000
	591,660	-	-	591,660
Total unrestricted funds	1,075,636	214,248	(372,913)	916,971
Restricted funds				
Education Fund	602	-	-	602
New Build Fund including HLF revival funding	1,475,530	76,612	(94,660)	1,457,482
Arts Council Grant	1,041	-	-	1,041
Town and Parish Council	4,000	-	-	4,000
Bankes Project	362	-	-	362
Millstream Project	4,022	5,550	(5,813)	3,759
2021 TB Skeleton	100	-	-	100
Total restricted funds	1,485,657	82,162	(100,473)	1,467,346
Total funds	2,561,293	296,410	(473,386)	2,384,317

The Priest's House Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2022

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
General					
Unrestricted Fund	18,694	176,238	(432,010)	721,054	483,976
Designated					
Pension Fund	1,660	-	-	-	1,660
Contingency Reserve	95,000	-	-	-	95,000
Development Fund	351,961	-	-	(351,961)	-
Bequest of property (Charltons)	510,077	-	-	(15,077)	495,000
	958,698	-	-	(367,038)	591,660
Total unrestricted funds	977,392	176,238	(432,010)	354,016	1,075,636
Restricted					
Education Fund	686	20	(104)	-	602
New Build Fund including HLF revival funding	1,426,396	311,659	(10,876)	(251,649)	1,475,530
Arts Council Grant	1,041	-	-	-	1,041
Town and Parish Council	4,000	-	-	-	4,000
Bankes Project	362	-	-	-	362
Millstream Project	3,771	7,582	(7,331)	-	4,022
2021 Heritage Emergency Funding	-	115,300	(12,933)	(102,367)	-
2021 TB Skeleton	-	100	-	-	100
Total restricted funds	1,436,256	434,661	(31,244)	(354,016)	1,485,657
Total funds	2,413,648	610,899	(463,254)	-	2,561,293

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

The New Build Fund including HLF revival funding represents the net book value of leasehold property and improvements and exhibition fixtures and fittings.

Heritage Emergency Fund represents funds provided to assist with costs of the museum during enforced closure due to lockdown and to assist with development of improved online presence.

The other restricted fund held are for the purposes described.

Designated funds:

Bequest of property (Charltons) represents the value of a property gifted to the Trust, income from which is used to support the general activities of the Trust.

Pension fund represents funds set aside to meet potential historic pension commitments for one employee.

Contingency fund represents funds set aside for the running of the Trust for a period of up to 12 months if exceptional circumstances lead to a significant loss of income.

19 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 31 March 2022
	General £	Designated £	£	£
Tangible fixed assets	-	-	1,390,265	1,390,265
Fixed asset investments	100	495,000	-	495,100
Current assets	356,697	96,660	77,081	530,438
Current liabilities	(31,486)	-	-	(31,486)
Total net assets	325,311	591,660	1,467,346	2,384,317

	Unrestricted funds		Restricted funds	Total funds at 31 March 2021
	General £	Designated £	£	£
Tangible fixed assets	12,540	-	1,475,530	1,488,070
Fixed asset investments	100	495,000	-	495,100
Current assets	496,902	96,660	10,127	603,689
Current liabilities	(25,566)	-	-	(25,566)
Total net assets	483,976	591,660	1,485,657	2,561,293

20 Related party transactions

During the year the charity made the following related party transactions:

The Priest's House Museum Collection Trust
(A charity with common Trustees)
During the year £nil (2021: £8,420) was received in donations from The Priest's House Museum Collection Trust. At the balance sheet date the amount due to/from The Priest's House Museum Collection Trust was £Nil (2021 - £Nil).

East Dorset TIC
(Subsidiary)
During the year wages recharges of £23,738 (2021: £30,884) were made to East Dorset TIC.

Taxable profits generated from East Dorset TIC of £nil (2021: £5,116) are gift aided to The Priest's House Museum Trust in the subsequent financial year. At the balance sheet date the amount due from East Dorset TIC was £76,970 (2021 - £24,155).

THE PRIEST'S HOUSE MUSEUM TRUST

England & Wales - Charity number 1068540

Accounts

Company registration number: 3488337

Charity registration number: 1068540

The Priest's House Museum Trust

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

The Priest's House Museum Trust

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The Priest's House Museum Trust

Reference and Administrative Details

Trustees

Sara Marshall (Acting Chair)

David Morgan

Sue Cook

Margaret Glover

John Humphreys (resigned 31 August 2021)

Vanessa Joseph (appointed 12 June 2020)

Jeremy Mills

David Morgan

Sarah Newman (appointed 26 November 2020)

Tony Prest

Mario Roncaglia

Principal Office

23-27 High Street
Wimborne Minster
Dorset
BH21 1HR

Company Registration Number

3488337

Charity Registration Number

1068540

Bankers

National Westminster Bank
7 West Borough
Wimborne Minster
BH21 1PR

Independent Examiner

PKF Francis Clark
Chartered Accountants
Towngate House
2-8 Parkstone Road
Poole
Dorset
BH15 2PW

THE PRIEST'S HOUSE MUSEUM TRUST

Report of the Trustees
for the Year Ended 31 March 2021

The Priest's House Museum Trust

Trustees' Report

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The Trustees have adopted the provisions of 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 AIMS

The Charity's purposes are set out in the objects contained in the Memorandum and Articles of Association of the Priest's House Museum Trust. The Trust's objects are:

1) To advance education for the public benefit, in particular but not exclusively in the archaeology and social history of Wimborne and East Dorset as told through its heritage, landscapes and stories of the people in the area;

2) To provide and maintain a museum and information service at the property known as the Priest's House in Wimborne or such other buildings, and in pursuit of that object:

   to borrow and loan artefacts and archives relating to the area;
   to manage, document, conserve and safeguard the museum collections and holdings;
   to exhibit, interpret and provide public access to the museum collections and holdings;
   to provide learning experiences and activities for the public;
   to provide exhibitions, conferences, workshops and other events;
   to research, promote and publish studies of the area;
   to provide an information service to the public.

3) To undertake any other charitable purpose.

INTRODUCTION

The Museum of East Dorset is the cultural hub and place to visit to learn more about the history of the area. It is an Arts Council England Accredited Museum. Its collections include rare and unique exhibits of local and national significance, which preserve and celebrate the culture and stories of the local people from prehistory to the present day.

The Museum of East Dorset rightly has a reputation for excellence in its schools' programmes. It engages with the local community through changing exhibitions, events and outreach and offers enjoyment, learning and inspiration to visitors of all ages.

The museum and information centre are housed in a Grade II* listed building, which dates from late Elizabethan/early Jacobean times, with its own heritage-planted garden. It is located opposite the Minster Church in Wimborne.

The Priest's House Museum Trust

Trustees' Report

Throughout this reporting period, all of our activities were heavily impacted by the Covid-19 pandemic, with national lockdowns in the spring and November 2020, and from January to March 2021. Restrictions continued to have an impact outside of the national lockdowns. However, as with many other organisations, the situation led to a number of innovations in our service delivery.

STRATEGY AND FUTURE PLANS

2021 saw the launch of an exciting, updated strategy for the Museum of East Dorset: Revive to Thrive, covering 2021 - 2025. As we move into a new era for the museum, we will become a vibrant heritage and cultural centre for all whilst creating a financially sustainable future. With the arrival of a new Director, a business plan to deliver the strategy is being drafted and an interim one is in place for this year. We will continue to seek efficiency across all museum activities and to maximise our public benefit so we truly serve the communities of Wimborne and East Dorset.

This is a key priority for the Trust as we find new ways of improving our income streams year on year, increasing the financial contribution from commercial activities. This will ensure we continue to deliver the high-quality learning and community engagement activities the museum has developed with National Lottery Heritage Fund funding as part of the Revival Project, which also concludes in December 2023. It is likely that the level of financial support received from Dorset Council will reduce in future years. By further developing commercial income streams, we will generate a sustainable future for the museum.

Next year sees the 60th anniversary of the museum, giving us an opportunity to reflect on past successes whilst focussing on the future as we deliver our ambitious mission.

The Trust will continue to align its aims with those of its key strategic partners: Arts Council England, National Lottery Heritage Fund and Dorset Council.

Key National Lottery Heritage Fund activities for 2022 include developing more family-themed events based on the new galleries; and workshops with local schools and colleges to create Grayson Perry style pots reflecting contemporary life in East Dorset, which will be accessioned into our collection and put on display. A new learning resource pack will be produced, based on the architecture and history of the house, to offer a learning session for all ages. It will particularly focus on upper schools and link into the historic site element of the National Curriculum.

Vision

Hilda Coles' vision for her museum, 1960:

"… in the best sense of the word, a 'live' museum - a centre of education and culture, continually changing its displays and appealing to children as well as to adults" (*Western Gazette,* 2 December 1960).

Vision 2021 - 2025

We aspire to celebrate our rich heritage through a vibrant museum and cultural hub which connects people with the past and offers enjoyment, learning and inspiration to visitors of all ages.

The Priest's House Museum Trust

Trustees' Report

Mission

To become a dynamic heritage and cultural centre for all, and a quality attraction in the area.

We will achieve this through the following objectives:

1. Providing a compelling value-for-money experience for all ages, both on-site and online, which generates repeat visits and recommendations
2. Using our local and unique collections, historic building and learning services to help people discover and share stories about East Dorset and its heritage
3. Ensuring that all parties collaborate to collect, preserve and interpret our collections and develop knowledge for future generations
4. Strengthening engagement with different communities and generations in East Dorset and beyond
5. Diversifying/increasing income streams from the Museum of East Dorset and East Dorset Information Centre within Charity Commission guidelines
6. Valuing all people who work and participate at the museum and information centre

Values and behaviours

- Celebrate East Dorset's heritage and culture by providing a sense of community and place
- Deliver a WOW experience through our museum services for all ages
- Embrace change: be open-minded to the possibilities it brings
- Create welcoming and safe spaces of interaction, participation and engagement - face to face and online
- Be imaginative and innovative; create fun wherever possible
- Offer authentic, knowledge-based growth and learning opportunities
- Build open and honest relationships which respect people, through communications
- Build a positive team spirit with all stakeholders
- Be accessible and inclusive in all we do
- Stay true to Hilda's vision to be there for future generations

People

The achievements of the museum and information centre would not be possible without the dedication and hard work of all the staff and over 100 volunteers who contribute thousands of hours to ensure that the aims and objectives of the Trust are delivered.

The Trust received support from the government's job retention scheme in this reporting period as a number of the staff team were furloughed during the year.

The Priest's House Museum Trust

Trustees' Report

The Trust takes pride in offering volunteering opportunities to all members of the community, enabling them to use existing skills, acquire new skills and develop a sense of pride and belonging. Levels of volunteering have been reduced, understandably, over the last year during the pandemic. We continued to support our volunteers through communication by email, post and Zoom ‘coffee and cake’ meetings.

REVIVAL PROJECT

The new Museum of East Dorset reopened at the end of October 2020 after a major refurbishment project funded by the National Lottery Heritage Fund and partnership funding from Trusts, Foundations, local councils, organisations, businesses and members of the local community.

The result showcases building conservation work of the highest quality, and improved access with the installation of a visitor lift and ramped or level access throughout the public galleries for the first time. The building’s services have been upgraded with new heating, electrical rewiring and lighting, and an IT infrastructure has been installed.

Platform lift and ramps give access to upper galleries for all

The new entrance on the High Street combines a modern visitor reception, shop and information centre. All galleries have been transformed to sector best practice standards with modern exhibition show cases and new displays. These explore the history of the historic building and the people connected to it, and the local history of the communities throughout Wimborne and East Dorset.

The main contractor, Greendale Construction, completed the building works in June 2020 and handed the site back to the Trust. ARJCre8 completed the fit out of the information centre and shop ahead of its reopening in July. The fit out of the new exhibition galleries went ahead over the summer and into the autumn, overseen by Smith and Jones Design Consultants.

The Priest's House Museum Trust

Trustees' Report

The Collections Officer oversaw the return of the collections to the site and selected the objects for the new galleries. The new interpretation panels and object labels were produced by the museum

team with the support of a core team of volunteers who helped research and write them, liaising with the exhibition design consultants to meet tight deadlines.

Before and after: Entrance Gallery

Before and after: House Gallery

Before and after: Landscape & Buildings Gallery

Trustees' Report

The new galleries also presented an opportunity to introduce new technologies to complement and enhance the displays. Interactive touchscreens (with images, videos, audio recordings, family quizzes and games); projection, models and films now enrich the exhibitions, adding new layers for learning and engagement. The films bring to life some of the people connected to the history of the house. They were researched, written, directed and filmed by local companies State of Play and ScreenPLAY, and employed local professional actors.

A small, socially distanced official opening was able to take place on 27 October, attended by local MP, Michael Tomlinson, the Mayor of Wimborne and the Town Crier.

During this reporting period, there were 319 visits in person. Numbers were heavily restricted by the completion of the refurbishment and Covid-19.

REVIVAL PROJECT ACTIVITY PLAN

The grant from the National Lottery Heritage Fund also supports the delivery of an activity plan up until the end of 2023. It includes a programme of events and activities to enable existing and target audiences to increase their understanding of local heritage, while helping to develop civic pride, self-worth and empowerment. The following activities have taken place:

Let's talk

By January 2020, a third national lockdown was about to start and the Learning Officer developed a virtual week-long programme for students from Bournemouth and Poole College. Following presentations from museum staff and our PR consultant, 34 students from the Digital Media course developed ideas to engage young people in the museum. The students brought many original and innovative ideas to the table. The Learning Officer used these to develop our first digital engagement strategy and action plan.

Creative thoughts

Packs of 'make your own' Christmas tree decorations were purchased and sent to three local schools and a local care home for the children and residents to make. Participants were asked to write a Christmas memory, or some words on what brought them joy at Christmas time, on the back of their decoration. 120 decorations were displayed on the museum's Christmas tree in the new front window as a beacon of community spirit.

Museum ambassadors

A new partnership was forged with In Jolly Good Company, who run a local dementia friendly gardening group. One of our volunteers visited the group armed with museum memorabilia.

The Priest's House Museum Trust

Trustees' Report

Unpacking the museum

The Collections Officer was supported by a small team of volunteers (reduced due to availability and social distancing) to install the new object displays.

Top: Noah's Ark set and Touring booklet, both about 1920

Bottom: Romano-British painted wall plaster AD 200 - 300; displays in the new Working Life Gallery

Reception desk and visitor engagement volunteers

Several new reception desk volunteers were recruited and trained, along with the existing team, to work in the information centre and welcome visitors to the museum.

Learning packs

Dr Wendelin Morrison worked on a learning resource pack for Key Stages 1-5. Schoolchildren are now able to gain a fascinating insight into Iron Age life and discover the story of the Iron Age skeleton found at an archaeological dig in Tarrant Hinton. The skeleton is of national importance and internationally known in the scientific community. The man, who died between 400 and 230 BC, is in fact the earliest case of TB ever found in Britain.

The Priest's House Museum Trust

Trustees' Report

Activity boxes

Hands on activity boxes have been installed in the new galleries with a range of family activities linked to the theme of each display. The contents have currently been adapted in line with Covid-19 guidelines and will be added to in the future as the situation allows.

Events

The events programme went through a similar process of adaptation and development during Covid-19. New technologies were embraced and a programme of online events was put in place. On-site events could not go ahead for much of the year but it was possible to run a limited number in the second half of 2020 following social distancing guidelines and enhanced cleaning.

In addition to the Millstream Theatre production, mentioned elsewhere, other events included:

- Summer in Dorset clay workshop and storytelling events, organised by Dorset Council Children's Services and hosted at the museum
- Little Explorers (for young children) was moved online with several art and craft activities uploaded throughout the year
- Willow weaving workshops
- An online talk on the nationally important collection of Victorian Valentine cards, researched, written and delivered by the museum's Collection Officer
- An online breadmaking workshop delivered with the Five Loaves Community Bakery
- An online event with Tastes of History explored the Roman kitchen and recreated some simple Roman dishes to try out at home
- Other online events: Dorset buttons and International Women's Day

Workshops: Willow weaving and International Women's Day online workshop

'Take and make' clay packages and creative activity packs were developed and delivered to disadvantaged children during the February half term. This was in collaboration with Dorset Council, Wimborne Food Bank, the Mansel-Pleydell and Cecil Trust, and the Waitrose Community Fund.

The Priest's House Museum Trust

Trustees' Report

There were 12 participants in on-site activities, numbers heavily restricted by the completion of the refurbishment and Covid-19. There were 202 participants in off-site activities and outreach.

There were 326 participants in digital activities.

A Potted History of Britain

The first temporary exhibition in the new Government Indemnity Scheme standard gallery was guest curated by Julian Richards, the archaeologist and broadcaster. The fascinating exhibition looked back at 6000 years of ceramics and their continued use in everyday life. It featured objects from the museum's ceramic collection along with loans from The Salisbury Museum and Julian's own collection.

Julian also filmed a tour of the exhibition in which he discussed some of its key objects. This was screened online and was followed by a live Q&A on Zoom. 74 people attended this online event over two screenings.

Pots with Stories

The museum curated two online exhibitions. The first, #potswithstories, asked local people and organisations to submit their favourite pot and the story behind it on social media. Contributions were added to the museum's website. This was followed by #letsgopotty, which invited people to make their own pots and share the results on social media.

Pot Spotters Guide

This project aimed to provide a physical connection with the historic potters of the Verwood area through fragments of their pots which had failed in the kiln, recovered from archaeological excavation. The fragments show the lines made by the potters' fingers. They have been mounted on a panel created by Julian Richards and are now displayed in the museum garden.

The Priest's House Museum Trust

Trustees' Report

OTHER ACTIVITIES

East Dorset Tourist Information Centre

The information centre, managed by the Trust since January 2014, continues to deliver a first-class service of local information and events information to the local community and visitors to the area. The service is now delivered as part of the main entrance to the Museum of East Dorset, which also combines the shop and second-hand bookshop.

During the refurbishment, the information centre continued to function from the museum's Open Learning Centre. The refurbishment and fit out of the new information centre and shop was completed first, allowing it to reopen to the public in July 2020. The number of customers was limited to allow social distancing. The Business and Visitor Services Manager oversaw the planning and delivery. New stock lines were sourced and local makers promoted. In what has been a difficult year for all retail businesses, the shop performed well with the new stock lines proving popular. Seasonal ordering and bespoke Christmas gift packs were very successful.

New ticketing arrangements were established and training for volunteers planned ahead of the museum reopening later in the year.

Before and after: Information centre and shop

Learning and community

Learning and community engagement is a core element of the museum's work and the learning service has adapted to the challenges brought by Covid-19. On-site and outreach school visits have not been possible during this period. However, service delivery was adapted and exciting new activities and partnerships were developed.

As the museum worked on the new galleries and exhibitions, the Learning Officer and team of volunteers led on the research and development of content for interactive screens and activity boxes that would be incorporated into each room. This ranged from new family quizzes to hands on activities linked to the theme of each gallery. Family backpacks and early years lanyard trails were developed for use on visits to the new museum, designed to be easily cleaned, sanitised and reused.

The Priest's House Museum Trust

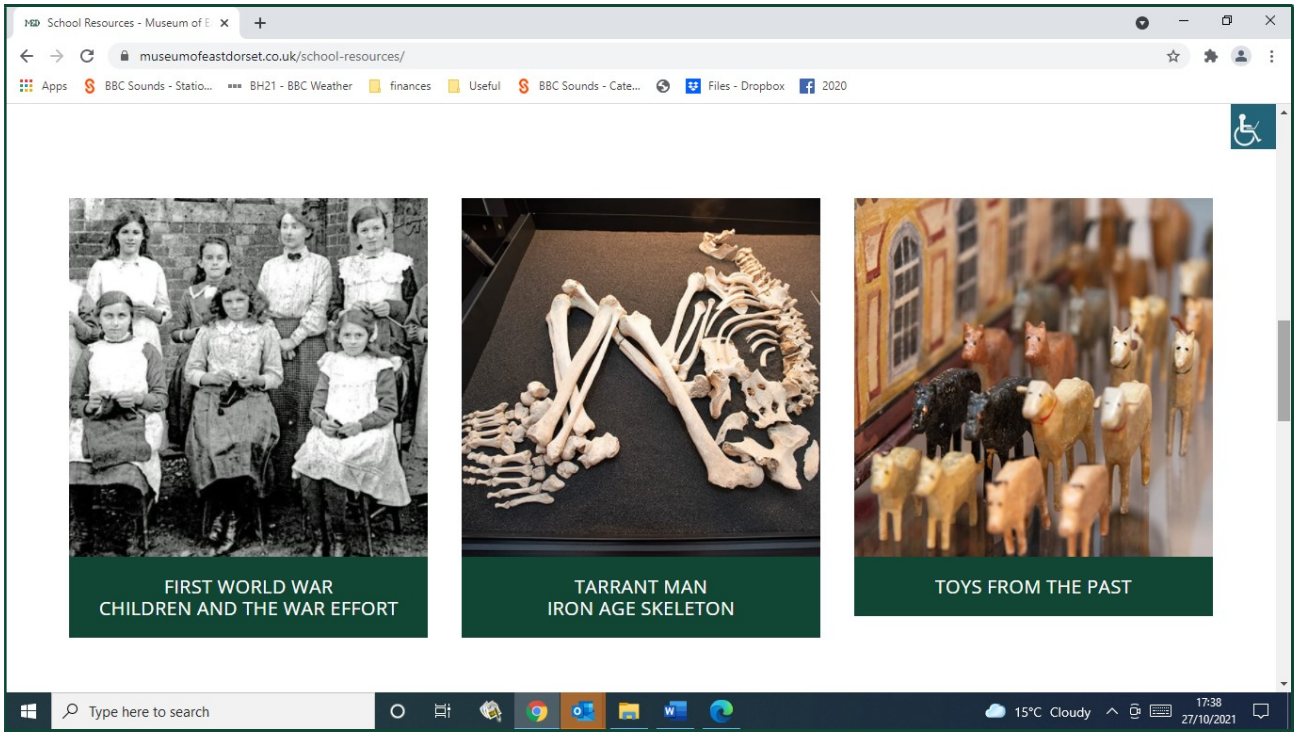
Trustees' Report

While schools were unable to visit the museum, the learning team took the opportunity to film their indoor archaeology dig school workshop for the digital Festival of Archaeology.

Some on-site workshops were possible by the autumn of 2020. A Creative Thoughts workshop series took place during the October half term, organised in partnership with Mosaic (the child bereavement charity), Love to Learn Dorset and funded by the Mansel-Pleydell and Cecil Trust. The workshops promoted a creative writing programme for wellbeing for young children (aged 7-11), using objects and the new galleries for inspiration. Love to Learn Dorset were also back on site in December to deliver creative writing workshops drawing on the museum's Christmas-themed objects and photographs.

The Learning Officer also spent much of the third lockdown developing additional online learning resources for the museum's new website. The themes included were: First World War children and the war effort, the museum's Iron Age skeleton and Toys from the past. The resources were freely available through the website to support schools and families undertaking home learning throughout the lockdown.

There were 48 participants in digital formal education sessions in this reporting period.



Online education resources to support teachers and schools in their delivery of national curriculum objectives

Millstream Theatre

Millstream Theatre, facilitated by Persuasion Arts and State of Play, continued to meet on Zoom throughout the first lockdown. This experience led to the development of a Zoom theatrical production, funded by the National Lottery Heritage Fund's Heritage Emergency Fund, the National Lottery Community Fund and support from Activate Performing Arts. This was a short film based on a magical folk tale called The Woodcutter and the Swan.

The Priest's House Museum Trust

Trustees' Report

The film combined drama, dance, poetry, animated drawing and original music, created and developed using Zoom and mobile phones. The production reflected the isolation many have experienced over the last year, ending with a message of hope and friendship. The film was followed by a live Q&A with the cast and crew on Zoom.

Garden

The gardening team has worked hard during the challenging times of the last year to maintain our wildlife friendly walled garden with its heritage fruit trees.

Tea Room

The museum's Tea Room, set in the walled garden, is now freely accessible to members of the public without visiting the museum. The Tea Room reopened in August 2020 with a limited menu and opening hours.

Funding from the National Lottery Heritage Fund's Heritage Emergency Fund enabled the Tea Room to be reconfigured in the light of Covid-19 and refurbished during the November lockdown.

Membership scheme

The Trust's existing membership has always provided invaluable financial support through subscriptions and events that enables the work of the museum's services. Some of our members have also supported the museum through volunteering.

This year the membership scheme was relaunched, underlining the important role it has in making a real difference and lasting contribution to the Museum of East Dorset.

Change of name

After extensive consultation, the Trust elected to change the trading name of the museum from the Priest's House Museum to the Museum of East Dorset. This gives the museum a clear purpose and identity, better reflecting the geographical extent of its collecting area in East Dorset and the communities it serves throughout the area.

The Priest's House Museum Trust

Trustees' Report

The museum’s new logo was designed by Conservation Architect Claire Fear from Thread. It draws on the history of the building, utilising the highly distinctive font of the original handmade letters used by Coles’ Ironmongers on their shop frontage. Coles’ Ironmongers operated in the building from 1872 to 1960. Hilda Coles, the granddaughter of the first ironmonger, founded the museum with Wimborne Historical Society in 1962.

Branding project

The Trust delivered a rebranding project for the museum and information centre. The Trust also undertook a substantial PR campaign to raise awareness of the museum and information centre, launch the new Museum of East Dorset and develop an ongoing marketing plan. This included a new emphasis on social media as well as traditional PR.

A new branded website includes a Stories page that introduces some of the amazing volunteers who support us; Little Explorers provides downloadable fun activities for young children; and Community Exhibition is a virtual space for online exhibitions. On the Accessibility page, the Visual Story provides a descriptive and photographic guide to the museum’s facilities and what to expect on a visit.

Public benefit

The Trustees have referred to the Charity Commission's general guidance on public benefit when reviewing the Museum's aims and objectives and in planning activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives set out in the museum's Forward Plan.

FINANCIAL REPORT

Total income of the Trust was £610,899 (2020: £745,201). Due to the enforced closure of the museum at certain times of the year, and government-imposed restrictions related to the pandemic, the commercial income derived from museum and other activities was significantly lower than would be expected in a normal year. However, we received £131,800 in emergency grant funding from various sources, including the Heritage Emergency Fund and Dorset Council, which helped to compensate for the lower commercial income.

Also included in grant income are funds received from the National Lottery Heritage Fund for the Revival Project amounting to £307,000. The property refurbishment part of this project was successfully completed during the year. The Trust also received a grant of £70,000 (2020: £70,000) from Dorset County Council.

The Trust received donations and legacies amounting to £23,150 (2020: £44,398). The museum in extremely grateful to the donors for their generous gifts and to all donors, large and small, for their continued support of the museum.

Expenditure on museum activities was £426,835 (2020: £292,999).

At the year-end, total unrestricted funds held were £1,075,636 (2020: £977,392). Restricted funds held were £1,485,657 (2020: £1,436,256).

The Priest's House Museum Trust

Trustees' Report

Reserve policy

The Trust aims to maintain unrestricted funds, the free reserves of the Charity, at a level sufficient to ensure that all unrestricted expenditure outstanding at any one time can be met. Enhancements or improvements will not be approved unless the Trustees are satisfied that the need has been properly justified and the funds are or will be available to meet the relevant expenditure.

The Trustees have continued their policy of maintaining a minimum reserve (Contingency Reserve) equal to the estimated fixed costs of running the museum for a six-month period if closed. This policy, together with emergency financial support from the Heritage Emergency Fund and Dorset Council, has ensured that the Trust has had the necessary financial resources to cope with the adverse effects of the pandemic.

Investment policy

The Trust receives an income on an annual basis through entrance fees, donations, charitable activities and other sources. It budgets to expend all anticipated income, whilst maintaining a prudent amount in reserves each year. Existing investments remain on deposit at the best rate available with organisations authorized by the Financial Conduct Authority and covered by the Financial Services Compensation Scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Priest’s House Museum Trust is a company limited by guarantee, governed by its Memorandum and Articles of Association, and is a registered charity. The members of the museum are subscribing members; in the event of the Museum Trust being wound up the liability of the guarantee is limited to £10 per member.

Recruitment and appointment of new trustees

As set out in the Articles of Association, the Trustees retire by rotation and are elected by Members attending the Annual General Meeting (AGM). Trustees can co-opt to the Board during the year and seek confirmation at the next AGM. When considering appointment of a trustee, due regard is given to a balance of skills to ensure that the Board has as wide a knowledge base as possible. The Trust operates an open recruitment policy for Trustees with advertisements placed both locally and nationally as required. Trustees are interviewed before an appointment is made.

Organisation structure

The Board of Trustees, which comprises a maximum complement of 10, oversees the administration of the charity and its trading subsidiary. The Board meets at least four times a year to discuss strategy, finance and other important aspects of the charity’s business. The Trust employs a full-time Director who has responsibility for the day to day activities of the Trust and reports to the Board of Trustees. The Trust employs a number of other staff, both full-time and part-time, who work with a large number of volunteers.

The Priest's House Museum Trust

Trustees' Report

The Trust has two sub-committees:

Resources Committee – has delegated responsibility to consider a range of financial and human resource issues.

Visitor Services Committee – has delegated responsibility to consider visitor experience and commercial aspects of the museum operations

The sub-committees meet a minimum of four times a year and report to the Board of Trustees at each meeting of the Trustees.

Induction of new trustees

New Trustees will undergo an induction where they will be briefed on their legal obligations under charity and company law. The Charity Commission guidance on public benefit, the Memorandum and Articles of Association, previous Trustee meeting minutes, museum strategy and policy documents, and annual budget and recent financial performance of the Trust are provided. New Trustees will meet the Director and other staff members and have a tour of the facility. Trustees have the opportunity to attend training events which will benefit their role as trustees.

Key management remuneration

Trustees receive no remuneration for time spent on museum matters. Details of any expenses claimed by Trustees are set out in the financial statements.

Staff pay levels are reviewed annually by the Trustees and factors considered are inflation, comparable pay levels, performance and available financial resources.

Related parties

The Trust has a wholly owned subsidiary, East Dorset TIC Limited (number 08809040) which was established on 1 January 2014 to operate the Tourist Information Centre, which had previously been operated by East Dorset District Council. East Dorset TIC Limited transfers any surplus achieved in a financial year to the Priest’s House Museum Trust.

Risk management

A risk management strategy is being developed by the Trust to ensure that all significant risks facing the Trust are identified, mitigations put in place as appropriate and their status is reviewed on a regular basis.

The Priest's House Museum Trust

Trustees' Report

Small companies provision statement
This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 22 October 2021 and signed on its behalf by:

.....
Sara Marshall (Acting Chair)
Trustee

The Priest's House Museum Trust

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Priest's House Museum Trust for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 22 October 2021 and signed on its behalf by:

.....
Sara Marshall (Acting Chair)
Trustee

The Priest's House Museum Trust

Independent Examiner's Report to the trustees of The Priest's House Museum Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 21 to 40.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Priest's House Museum Trust (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of The Priest's House Museum Trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Priest's House Museum Trust's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW and ACCA, both of which are listed bodies.

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:

1. accounting records were not kept in respect of The Priest's House Museum Trust as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Anne-Marie Gates FCCA FCA (a partner of)
PKF Francis Clark
Towngate House
2-8 Parkstone Road
Poole
Dorset
BH15 2PW

8 November 2021

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	147,987	434,661	582,648
Charitable activities	4	28,137	-	28,137
Investment income	5	114	-	114
Total income		176,238	434,661	610,899
Expenditure on:				
Raising funds	6	(36,419)	-	(36,419)
Charitable activities	7	(395,591)	(31,244)	(426,835)
Total expenditure		(432,010)	(31,244)	(463,254)
Net (expenditure)/income		(255,772)	403,417	147,645
Transfers between funds		354,016	(354,016)	-
Net movement in funds		98,244	49,401	147,645
Reconciliation of funds				
Total funds brought forward		977,392	1,436,256	2,413,648
Total funds carried forward	17	1,075,636	1,485,657	2,561,293

The Priest's House Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2020 (Including ncome and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	92,610	590,660	683,270
Charitable activities	4	57,981	-	57,981
Investment income	5	3,950	-	3,950
Total income		154,541	590,660	745,201
Expenditure on:				
Raising funds	6	(10,298)	-	(10,298)
Charitable activities	7	(250,488)	(42,511)	(292,999)
Total expenditure		(260,786)	(42,511)	(303,297)
Net (expenditure)/income		(106,245)	548,149	441,904
Transfers between funds		(13,956)	13,956	-
Net movement in funds		(120,201)	562,105	441,904
Reconciliation of funds				
Total funds brought forward		1,097,593	874,151	1,971,744
Total funds carried forward	17	977,392	1,436,256	2,413,648

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 17.

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	1,488,070	1,311,692
Investments	14	495,100	495,100
		1,983,170	1,806,792
Current assets			
Debtors	15	49,154	500,937
Cash at bank and in hand		554,535	215,867
		603,689	716,804
Creditors: Amounts falling due within one year	16	(25,566)	(109,948)
Net current assets		578,123	606,856
Net assets		2,561,293	2,413,648
Funds of the charity:			
Restricted funds		1,485,657	1,436,256
Unrestricted income funds			
Unrestricted funds		1,075,636	977,392
Total funds	17	2,561,293	2,413,648

The Priest's House Museum Trust

(Registration number: 3488337)
Balance Sheet as at 31 March 2021

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 21 to 40 were approved by the trustees, and authorised for issue on 22 October 2021 and signed on their behalf by:

.....
Sara Marshall (Acting Chair)
Trustee

The Priest's House Museum Trust

Statement of Cash Flows for the Year Ended 31 March 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash income		147,645	441,904
Adjustments to cash flows from non-cash items			
Depreciation	6	107,677	25,538
Investment income	5	(114)	(3,950)
		255,208	463,492
Working capital adjustments			
Decrease in stocks		-	282
Decrease in debtors	15	451,783	338,638
(Decrease)/increase in creditors	16	(84,382)	49,885
Net cash flows from operating activities		622,609	852,297
Cash flows from investing activities			
Interest receivable and similar income	5	114	3,950
Purchase of tangible fixed assets	13	(284,055)	(850,135)
Purchase of investments	14	-	(495,000)
Net cash flows from investing activities		(283,941)	(1,341,185)
Net increase/(decrease) in cash and cash equivalents		338,668	(488,888)
Cash and cash equivalents at 1 April		215,867	704,755
Cash and cash equivalents at 31 March		554,535	215,867

All of the cash flows are derived from continuing operations during the above two periods.

1 Charity status

The charity is limited by guarantee, incorporated in the United Kingdom, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office and principle place of business is:
23-27 High Street
Wimborne Minster
Dorset
BH21 1HR

2 Accounting policies

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

Statement of compliance
The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation
The Priest's House Museum Trust is a registered charity, registration number 1068540, company number 3488337, registered in the United Kingdom. The address of the charity is given in the reference and administrative details on page 1 of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern

The financial statements have been prepared on a going concern basis. As explained in the trustee report, the board have considered the uncertainty relating to the coronavirus pandemic and the impact on the charity's operations and finances in the short to medium term. In the opinion of the board, with the support of the Coronavirus Job Retention Scheme, Coronavirus grant funding and proactively managing cash-flow, the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the forseeable future and therefore the financial statements have been prepared on a going concern basis. The board have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted net expenditure is sufficient with the level of reserves held and additional coronavirus funding received for the charity to be able to continue as going concern.

Subsidiary Entity

The East Dorset Tourist Information Centre ("EDTIC") is fully owned subsidiary of The Priest's House Museum Trust. EDTIC profit of £5,116 (2019: £12,743) will be donated to The Priest's House Museum Trust in the subsequent financial period.

A quasi-subsidiary relationship exists between the parent charity and Priest House Museum Collections Trust although the charity does not fulfil the definition of a subsidiary, it is connected to the parent charity and this relationship gives rise to benefits for the parent charity that are in substance no different from those that would arise if the charity were a subsidiary..

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

A grant that becomes receivable as compensation for expenses already incurred will be recognised in the income and expenditure in the same period in which the related expenditure is incurred.

Investment income

Investment income is recognised on a receivable basis.

Charitable activities

Income from charitable activities including subscriptions, sales of donated and purchesed goods, fundraising income, catering income, rental income and entrance fees, includes income recognised as earned (as the related goods or services are provided).

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation
The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets
Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation
Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Leasehold buildings and improvements	Over the term of lease
Furniture, fittings and equipment	12.5% straight line basis
Assets under construction	No Depreciation

Fixed asset investments
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

Investments in subsidiaries are measured at cost less impairment.

Trade debtors
Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents
Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors
Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure
Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds where the resources are set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations
The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 Income from donations and legacies

	Unrestricted funds			
	General £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and legacies;				
Donations from East Dorset TIC	12,743	-	12,743	-
Appeals and donations	6,725	-	6,725	42,754
Donations from Priest's House Museum Collection Trust	8,420	-	8,420	-
Grants, including capital grants;				
Government grants	12,966	-	12,966	-
Grants	107,133	434,661	541,794	640,516
	147,987	434,661	582,648	683,270

4 Income from charitable activities

	Unrestricted funds		
	General	Total 2021	Total 2020
	£	£	£
Subscriptions	474	474	1,644
Fundraising income	-	-	987
Catering income	1,887	1,887	-
Rental income	18,492	18,492	15,460
Other income	15,960	15,960	35,447
Entrance fees	4,320	4,320	4,443
	41,133	41,133	57,981

5 Investment income

	Unrestricted funds		
	General	Total 2021	Total 2020
	£	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	114	114	3,950

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds		
		General	Total 2021	Total 2020
		£	£	£
Fundraising costs		36,419	36,419	10,298

7 Expenditure on charitable activities

	Total 2021 £	Total 2020 £
Heritage Lottery Fund Phase 2 costs	-	2,502
WW1 Project costs	-	14,699
Millstream project	-	6,778
Employment costs	133,050	92,181
Hire of plant and machinery	-	1,038
Rates and water	1,608	6,157
Insurance	5,224	3,706
Light and heat	7,520	7,970
Telephone	2,984	7,931
Postage and stationery	6,211	1,536
Advertising	32,162	409
Sundries	8,952	135
Staff training	-	719
Repairs and maintenance	41,115	5,408
Trade subscriptions	4,107	384
Travel and subsistence	471	178
Donation to PHMCT	-	37,413
Irrecoverable VAT	48,250	53,650
Documentation	1,992	-
Accountancy fees	11,139	6,746
Bank charges	184	114
Legal and professional fees	10,214	14,907
Depreciationof tangible fixed assets	107,677	25,538
Governance costs (see note below)	3,975	2,900
	426,835	292,999

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds		
	General £	Total 2021 £	Total 2020 £
Independent Examiner’s remuneration	3,975	3,975	2,900
	3,975	3,975	2,900

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	107,677	25,538
Independent examiner's fee	3,975	2,900

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	124,683	85,406
Social security costs	5,069	4,142
Pension costs	3,298	2,633
Other staff costs	-	719
	133,050	92,900

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Employees	8	6

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £46,582 (2020 - £67,222).

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Leasehold Property and Improvements £	Office Equipment £	Exhibition Fixtures and Fittings £	Assets Under Construction £	Total £
Cost					
At 1 April 2020	622,661	53,882	-	848,785	1,525,328
Additions	185,836	14,332	83,887	-	284,055
Transfers	632,147	-	216,638	(848,785)	-
At 31 March 2021	1,440,644	68,214	300,525	-	1,809,383
Depreciation					
At 1 April 2020	162,311	51,325	-	-	213,636
Charge for the year	57,651	4,349	45,677	-	107,677
At 31 March 2021	219,962	55,674	45,677	-	321,313
Net book value					
At 31 March 2021	1,220,682	12,540	254,848	-	1,488,070
At 31 March 2020	460,350	2,557	-	848,785	1,311,692

Heritage assets

The collections managed and recorded by the Museum are held by The Priest's House Museum Collection Trust and details are disclosed in the financial statements of The Priest's House Museum Collection Trust.

14 Fixed asset investments

	2021 £	2020 £
Investment properties	495,000	495,000
Shares in group undertakings and participating interests	100	100
	495,100	495,100

Investment properties

	Investment properties £
Cost or Valuation	
At 1 April 2020	495,000
Provision	
At 31 March 2021	-
Net book value	
At 31 March 2021	495,000
At 31 March 2020	495,000

Shares in group undertakings and participating interests

	Subsidiary undertakings £	Total £
Cost		
At 1 April 2020	100	100
At 31 March 2021	100	100
Net book value		
At 31 March 2021	100	100
At 31 March 2020	100	100

15 Debtors

	2021 £	2020 £
Trade debtors	836	2,541
Due from group undertakings	24,155	41,388
Prepayments	20,722	435
Accrued income	-	396,190
VAT recoverable	237	60,383
Other debtors	3,204	-
	49,154	500,937

16 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	16,278	101,308
Intercompany loan	89	-
Other creditors	3,458	1,147
Accruals	5,741	7,493
	25,566	109,948

17 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds					
General					
Unrestricted Fund	18,694	176,238	(432,010)	721,054	483,976
Designated					
Pension Fund	1,660	-	-	-	1,660
Contingency Reserve	95,000	-	-	-	95,000
Development Fund	351,961	-	-	(351,961)	-
Bequest of property (Charltons)	510,077	-	-	(15,077)	495,000
	958,698	-	-	(367,038)	591,660
Total Unrestricted funds	977,392	176,238	(432,010)	354,016	1,075,636
Restricted funds					
Education Fund	686	20	(104)	-	602
New Build Fund including HLF revival funding	1,426,396	311,659	(10,876)	(251,649)	1,475,530
Arts Council Grant	1,041	-	-	-	1,041
Town and Parish Council	4,000	-	-	-	4,000
Bankes Project	362	-	-	-	362
Millstream Project	3,771	7,582	(7,331)	-	4,022
2021 Heritage Emergency Funding	-	115,300	(12,933)	(102,367)	-
2021 TB Skeleton	-	100	-	-	100
Total restricted funds	1,436,256	434,661	(31,244)	(354,016)	1,485,657
Total funds	2,413,648	610,899	(463,254)	-	2,561,293

Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
General					
Unrestricted Fund	153,972	139,081	(260,403)	(13,956)	18,694
Designated					
Pension Fund	1,660	-	-	-	1,660
Contingency Reserve	95,000	-	-	-	95,000
Development Fund	351,961	-	-	-	351,961
Bequest of property (Charltons)	495,000	15,460	(383)	-	510,077
	943,621	15,460	(383)	-	958,698
Total unrestricted funds	1,097,593	154,541	(260,786)	(13,956)	977,392
Restricted funds					
Education Fund	686	-	-	-	686
New Build Fund including HLF revival funding	861,296	586,517	(21,417)	-	1,426,396
Arts Council Grant	1,041	-	-	-	1,041
WW1 Fund	-	743	(14,699)	13,956	-
Town and Parish Council	4,000	-	-	-	4,000
Bankes Project	362	-	-	-	362
Millstream Project	6,766	3,400	(6,395)	-	3,771
Total restricted funds	874,151	590,660	(42,511)	13,956	1,436,256
Total funds	1,971,744	745,201	(303,297)	-	2,413,648

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

The New Build Fund including HLF revival funding represents the net book value of leasehold property and improvements and exhibition fixtures and fittings.

Heritage Emergency Fund represents funds provided to assist with costs of the museum during enforced closure due to lockdown and to assist with development of improved online presence.

The other restricted fund held are for the purposes described.

Designated funds:

Bequest of property (Charltons) represents the value of a property gifted to the Trust, income from which is used to support the general activities of the Trust.

Pension fund represents funds set aside to meet potential historic pension commitments for one employee.

Contingency fund represents funds set aside for the running of the Trust for a period of up to 12 months if exceptional circumstances lead to a significant loss of income.

A transfer of £15,077 was made to general unrestricted funds from the bequest of property (Charltons) fund to reduce the balance of the designated fund to match the value of the investment property.

A transfer of £351,961 was made to general unrestricted funds from the development designated fund as the funds held have been expended during the refurbishment of the museum during 2019/20 and 2020//21.

Transfers of £354,016 have been made from restricted funds to general unrestricted funds as the funds held have been expended during the refurbishment of the museum during 2019/20 and 2020/21.

18 Analysis of net assets between funds

	Unrestricted funds			
	General	**Designated**	**Restricted funds**	**Total funds**
	£	**£**	**£**	**£**
Tangible fixed assets	12,540	-	1,475,530	1,488,070
Fixed asset investments	100	495,000	-	495,100
Current assets	496,902	96,660	10,127	603,689
Current liabilities	(25,566)	-	-	(25,566)
Total net assets	483,976	591,660	1,485,657	2,561,293

19 Related party transactions

During the year the charity made the following related party transactions:

The Priest's House Museum Collection Trust
(A charity with common Trustees)
During the year £8,420 (2020: £5,784) was received in donations from The Priest's House Museum Collection Trust.

Donations in kind of £Nil (2020: £37,413) were paid to Priest's House Museum Collections Trust to cover compliance costs and staff costs.. At the balance sheet date the amount due to/from The Priest's House Museum Collection Trust was £Nil (2020 - £Nil).

East Dorset TIC
(Subsidiary)
During the year sales of £nil (2020: £4,409) and wages recharges of £24,986 net of CJRS grant income (2020: £32,087) were made to East Dorset TIC and purchases of £nil (2020: £1,252) were made from East Dorset TIC.

Taxable profits generated from East Dorset TIC of £5,116 (2020: £12,743) are gift aided to The Priest's House Museum Trust in the subsequent financial year. At the balance sheet date the amount due from East Dorset TIC was £24,155 (2020 - £41,388).