



FORDINGBRIDGE MUSEUM



2024-2025 ANNUAL REPORT

for the

ANNUAL GENERAL MEETING

of the Fordingbridge Museum Trust

To be held on THURSDAY 1st May 2025, 2.30pm

at Avonway

Published April 2025

Patrons: Rowan Brockhurst, Philippa Duckworth

Registered Charity No. 1072427

King's Yard, Salisbury Street, Fordingbridge, Hampshire, SP6 1AB

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About this report

Dear Members,

Enclosed in this report you will find the following papers for the Annual General Meeting: -

- Agenda
- Annual Report and Accounts
- Appointment of Trustees
- Trustees' and Members' Resolutions

The AGM is an opportunity for Members to make suggestions as to how the Trust is run. No such members' resolutions have been received.

Election of Trustees

The Trustees are elected for a period of three years. The constitution stipulates that a third of Trustees retire on rotation each year. At the March 2024 Trustees meeting, it was decided that Joan Miller, Anna Wilson, Jane Ireland and Pamela Shering would retire the first year. They will become available for re-election immediately.



THE FORDINGBRIDGE MUSEUM TRUST
NOTIFICATION OF THE ANNUAL GENERAL MEETING
to be held in the West Room, Avonway Community Centre
on Thursday 1st May 2025 at 2.30pm

Agenda

1. Welcome
2. To receive and approve the minutes of Annual General Meeting held on Wednesday 28th February 2024
3. To receive the Trustees' report by the Chair Peggy Jackson
4. To receive and approve the accounts for the year ending 31st December 2025
5. To elect 4 Trustees of the Fordingbridge Museum Trust CIO
6. To appoint an independent examiner of accounts for 2025

Mr John Williams has been proposed by Helen Tague and seconded by Joan Miller

7. To consider Trustee resolutions
8. To consider Members' resolutions
9. The AGM of the Fordingbridge Museum Trust is formally closed

**The meeting will be followed by a presentation on
Heyward Sumner by Jeremy Houghton Brown**

To be followed by refreshments



The Fordingbridge Museum Trust 2025

Annual Report of Trustees to the Members

Report of the Chair

I am pleased to present this Annual Report of Trustees to the Members, in this the year of our Silver Jubilee anniversary, and after completion of our first full year in operation, as a CIO (Charitable Incorporated Organisation).

Organisation and Development: -

This time last year, we completed the merger of the Friends of Fordingbridge Museum with the former Fordingbridge Museum Trust, and since 28th February 2024, we have been operating as a single legal entity. Our thanks to those trustees who negotiated the complex path through the necessary legalities.

Since then, we have started the process of rationalising the various internal Museum groups and committees, and are confident that this will help us manage the Museum's affairs even more effectively in future. A growing number of volunteers have continued to work 'behind the scenes' throughout the year, on cataloguing and sorting out our collections; and we are very grateful to all of them for the time and dedication.

For this process, we have been grateful for the opportunity to draw on wider expertise from the museums world, in particular from Alice Le Page and Sheila Pott, Museum Development Officers for the Hampshire Cultural Trust and Museum Development South-West (MDSW), and also advisers from the Association of Independent Museums (AIM), which the Trust joined in 2024.

Trustees have attended Forum meetings of MDSW and enrolled on training courses for 'Kids In Museums' and 'Volunteering Fit for the Future'.

Celebrating 25 Years: -

Our twenty-fifth anniversary will be celebrated over the weekend of 1st-3rd August 2025. The detail will be well-publicised nearer the time; but highlights to look forward to include the publishing of a new book on the History of Fordingbridge Museum, the unveiling of the first of a series of Green Plaques around the town, giving details of historic buildings, indoor displays and outdoor activities on the Rec and the river, referencing the



historic Fordingbridge Regattas of the late nineteenth/early twentieth centuries.

The Museum in the Local Community:

One of the most valuable discoveries during the planning of this celebration has been the goodwill which exists towards the Museum, from across the town, and among the many local community groups in Fordingbridge. Many local community organisations have shared in the planning and active support for this weekend.

We are particularly grateful to Avon Valley Shed, who have given us excellent help this year, enhancing the physical displays in the Museum, as well as collaborating in plans for our Jubilee. We have valued our continuing ties with Fordingbridge History Society, attended meetings of the former Fordingbridge Events Group and been involved in plans for this year's VE Day commemoration in the town. Most recently, we are among the founder members of the newly formed Fordingbridge Arts Network, and supporting their work to enhance the overall cultural life of the town.

Trustees: -

At the last AGM, on 28th February 2024, twelve trustees were elected who have all served throughout the year:

Peggy Jackson (Chair)	* Joan Miller (Secretary)
Jon Ingham (Vice-Chair)	Julian Hewitt
Philippa Duckworth	Helen Tague (Treasurer)
* Pam Shering	Sue Broderick
* Jane Ireland	* Anna Wilson
Katharine Puttick	Tina Woodley

* At the forthcoming AGM, these four trustees will retire by rotation. Each of them is eligible for re-election and has indicated their willingness to stand again.

No trustees received any remuneration from the Museum Trust.

The trustees have met seven times during the year, to ensure a smooth transition into the new organisation. The reports which follow illustrate the immense amount of work undertaken by them for the Museum, along with our committed volunteers, during the past year. I am grateful to them all for the dedication and energy they have brought to this task - ensuring that the Museum has continued to operate smoothly, while also preparing to expand our horizons in future, and grow ever further into the community life of the town.



The Museum in Operation: -

The Museum and Visitors: -

The Museum opened its doors for the 2024 season on Tuesday 26th March and closed on Saturday 2 November. Although we had a few new stewards, numbers were still very low, and we only managed to keep the museum open thanks to a small group of dedicated volunteers; so, if you know anyone who you think might be interested, please try to encourage them to join us!

Our visitor numbers totalled 3,892, amazingly consistent, as it was only twenty-five more than the previous year! The visitors' comments have again been overwhelmingly positive, saying how all the stewards are very welcoming and knowledgeable. As always there has been praise for the Doll's House and the Pianola and general comments such as 'Wonderful, one of the loveliest museums around' and 'simply superb.'

As usual the Museum had stalls at Frogham, Sandleheath and Damerham Fairs and will do so again this year, so please come and support us! The Take Over day held in November last year was another success. The children were incredible, a real credit to their school.

We joined in the town's festivities with 'Christmas Lights switch on' when two hundred or so visitors joined us for Glühwein and stollen!

A fantastic group of volunteers have worked hard through the closed season to get the Museum ready, and I must thank them for doing such an amazing job, the museum looks fantastic. 'Temporary displays' have been built commemorating VE Day, Local heroes, Women in war and Modern technology. All the displays are fascinating so please make sure you come in to see them.

We will be in the Recreation Ground for the Fordingbridge celebrations for VE Day on 10th May, and then, of course, there is our own celebrations

Jane Ireland

The Collections and Conservation Group: -

The Collection and Conservation group has met regularly throughout the year. When the museum was open, they focused on rationalising the collection and looking at how to conserve and store artefacts within the limited space available.



Having spent a considerable time clearing the garage store in 2023, it is sad to see that the space has filled up again and needs to be cleared once more.

During the closed season, the Collections team have spent considerable time planning and constructing the new displays and cleaning the Museum in readiness for the 2025 season.

We will continue planning and constructing our displays for the town's VE Day Celebrations and the Museum's 25th anniversary weekend in August.
Jane Ireland

The Photographic Team: -

The four members of the Photographic team met on 43 Tuesday mornings during 2024. It has been a very busy year.

Work included selecting and accessioning both original photographs and originals loaned for copying. Photos of Damerham from the Michael Jerrard collection and Fordingbridge photos taken by Janet Elkins were lent for copying and accessioned. Original photos from the Bill Edward and Bill Bray collections of Fordingbridge events during the late 1900s and an extensive collection relating to the Read family brickyard at Sandleheath were accessioned.

Photos were prepared for WW2 and D-Day displays. During the summer specific village related displays were produced for our outreach visits to Sandleheath and Frogham Fairs and Damerham Show.

In the autumn two significant donations of photographs relating to the Neave family were received. The granddaughter of Elise Constance Neave (born 1889), living in Canada, offered family photographs from her grandmother's albums dating from the 1880s through to 1913 when the family emigrated. Included were original photos of the town in the 1880s, Fordingbridge regattas in the early 1900s, notable persons and families of the town at that time, local views and family activities: punting, picnicking and swimming in the Avon.

The other donation, made locally, was from the granddaughter of Theodora Lillian Neave (born 1876). Studio portraits of the family of Josiah Neave of Highfield House were loaned for copying. (Elise Constance and Theodora were first cousins.)



Following the paper accession procedure, accession details and images are then entered onto eHive. The updating of these records and uploading of images onto eHive is ongoing.
Katharine Puttick, Jon Ingham

The Cataloguing Group: -

After having trialled the free version of the online cataloguing system, eHive, in June 2024 the Trust paid a subscription for the silver level of the system. This allows us 3 user logins and 5120MB of storage space. The Trust also paid for the existing Access catalogue to be transferred to the new system.

The Access catalogue had many errors and no photographs. A team was recruited to begin the mammoth task of checking and adding to each record. Three volunteers were recruited, through Community First's online volunteer adverts. Steve Willoughby joined Joan Miller on the team in August 2024. He was followed by John Netherway and Ben Creasey. Work began by going through all the items in boxes in store room one.

The existing entries are updated with as much detail as possible and a low definition photo added. The location of the items and their condition is also recorded. Two existing Museum volunteers, Jo Hewitt and Wendy Cracknell, later joined the team. Katharine Puttick has also been working on photograph catalogue entries. In the 8 months of work, more than 2000 items have been fully catalogued and the Museum collection is now available to be searched online.

I would like to offer my sincere thanks to all those involved for their work on this important project.
Joan Miller

Beyond the Museum Walls: -

The Friends' Sub Committee: -

The Friends AGM held in 2024 was the last of its kind as the decision to merge the Friends and the Museum into a single entity had been taken. This, as a proposal was accepted, the merger took place and has been a complete success. The following is a brief revue of activities in the year that will end on 1st May 2025 with the Museum AGM.

We began with a talk by David Boyd-Haycock entitled Brilliant Destiny: the Age of Augustus John. This took place on 26 April 2024 and was extremely successful and well attended. Another talk was organised for



the 14th June when Gale Pettifer presented New Forest and Commoning. This was another successful evening.

This completed our "formal" fund raising for the year but, as in previous years, the Museum had a presence at the Sandleheath fete, Frogham fair, a one-off Fordingbridge festival and Damerham fair. At each event our gazebo display comprised photographs from the Museum collection and depicted scenes and events associated with each of the places we attended. This turned out to be very popular. In each location, we had around a hundred visitors. I am hoping we can repeat this exercise for this Summer's events.

To round off the year our Summer Barbecue was held, by kind permission of John and Sue Broderick, in their garden. This was, as always, good fun although numbers attending seemed slightly down on previous years. However, readers will take note that there will be another barbecue this year.

This year we have had one talk by Doctor Cindy Crawford. Her subject was the Graffiti in Winchester Cathedral. This was held in the Town Hall on the 4th April and was reasonably well supported and very successful. As with previous talks refreshments were offered after the presentation. Although not as lavish as they have been they were much appreciated and grateful thanks are due to the donors. Another Talk is scheduled for 13th June, the subject being the Hardy Sisters.

To conclude our sub committee continues to meet on alternate months and our active minds are busy working on ideas for the future.
Jonathan Ingham

Public Relations: -

Since the last review I have continued to issue news releases for use by the news media and social media. The Fordingbridge Journal, the Lymington Times and the Southern Daily Echo are very supportive. Posters, leaflets and flyers are distributed to a wide range of outlets. The George Pub, Adrian Dowding Estate Agents and Tina at Timothy's have been very supportive.

The Museum has continued to host the take over day by Western Downland School. This is extremely popular with staff, pupils and parents.

I have continued to give talks to local groups and organisations. I write a monthly article on historical topics for local magazines. The Town Trail is being revised in a more professional looking format.



The web site has been refreshed and we can now make changes ourselves without having to go through a web master.

I gave a short interview for That's TV and we have commissioned an advertisement in the Stour and Avon Magazine.

We have hosted visits by local Cubs and Brownies groups. We have a presence on the Go New Forest web site.

Julian Hewitt

Report from the Treasurer to The Fordingbridge Museum Trust

This is the first year that the accounts are now combined with the Friends with one Treasurer.

There is £100 being retained by the Friends as Membership is still operated by them.

John Williams, our Independent Examiner, made a few amendments on my layout and figures.

His only comment of the new system with the banking and payments out was that perhaps the Trustees could consider a discretionary amount that the Treasurer can pay without the need for it to be authorised e.g. there is a great difference between a £7.80 payment and a £200 payment.

I have been Treasurer now for a number of years and have come to the decision that I would like to relinquish the post at the next AGM.

I would like to propose that John Williams is invited to be the Independent Examiner for the year ending 31st December 2025.

Helen Tague



FORDINGBRIDGE MUSEUM

FORDINGBRIDGE MUSEUM TRUST

Receipts and Payments for year ending 31st December 2024

<u>INCOME</u>	2024 £	2023 £
Visitors	2,467	2,228
Friends transfer	9,220	1,000
Gift Aid	1,079	0
Shop	618	931
Grants	400	0
Donations	520	0
Outreach Outside Fairs	325	0
Fund raising- Talks & BBQ	1,735	550
Membership	221	0
Bank interest	3	0
	<u>16,588</u>	<u>4,709</u>

<u>EXPENDITURE</u>		
Insurance	1,870	1,853
Electric/Water	1,695	1,047
Broadband & telecoms	462	827
Conservation	1,870	388
Equipment/Software	1,761	0
Advertising/Promotion	434	609
Accountant fee	360	360
Fundraising	635	0
Shop	190	641
Companies House	0	163
Avonway Room hire	221	0
Avon Valley Shed	200	0
Website	96	0
AIM membership	71	0
Window cleaning	42	0
Pat Testing	40	0
Sundries	111	0
	<u>10,058</u>	<u>5,888</u>

Surplus of income over expenditure 6,530 -1,179

Accumulated funds b/f 12,998 14,177

Accumulated funds c/f 31/12/24 19,528 12,998

<u>Balance sheet as at 31/12/24</u>	2024	2023
Lloyds - current	9495	12998
Lloyds-Business	10003	0
Barclays current	100	0
Cash	30	0
	<u>£ 19,628</u>	<u>£ 12,998</u>

Note to balance sheet

Legacy from the late Robert Conrad	1000
Legacy from the late Margaret Hallas	1100
Coop grant remaining	1782

3882

Hon. Treasurer

Helen Tague

April 2025

I have examined the transactions and supporting information in respect of the receipts and payments in this statement covering the period 1st January 2024 to 31st December 2024 and I am satisfied that this represents an accurate presentation of the Fordingbridge Museum Trust financial affairs. I confirm that in undertaking this examination I have followed the guidance issued by the Charity Commission and that I do not have any conflict of interest that prevents me from being an independent examiner.

Independent Examiner

John Williams

April 2025



FORDINGBRIDGE MUSEUM

FRIENDS OF FORDINGBRIDGE MUSEUM

Income and Expenditure Account for two months from 1 January 2024 to 28 February 2024 (being the date of the Merger of the Friends with Fordingbridge Museum Trust)

31.12.2023	INCOME	28.02.2024
525	Subscriptions	299
356	Donations	84
2458	Income from fund-raising events: Soup and Pud Lunch	384
650	Proceeds from 50 : 50 Club - from 2024 transferred to Trust Account	
138	Tax reclaimed under Gift Aid Scheme	86
4127		853
	<u>EXPENDITURE</u>	
100	Fees (membership of BAfM)	0
268	Insurance	0
23	Postage	0
3	Stationery: card (posters/tickets), paper (newsletters)	2
598	Fund-raising expenses - hire of hall and various expenses for S&P	106
56	Misc.: Hire of Avonway for Annual Gen. Mtg and Special Gen. Mtg	0
40	Purchases for Friends: mini fridge for kitchen	0
49	Purchases on behalf of Trustees	0
1000	Regular £250.00 quarterly payments towards running costs of Museum	0
2137		108
1990	Excess of Income over Expenditure	745

SUMMARY OF FINANCIAL TRANSACTIONS

2023		2024
6585	Accumulated Funds Brought Forward	8575
1990	Balance of Income over Expenditure	745
8575	Balance in Barclays Account as at 28 Feb. 2024	9320
	Transferred to Fordingbridge Museum Trust on 12 March 2024	9220
	Carried Forward Balance in Friends' Barclays Account	100

Hon. Treasurer *Katharine M Puttick* Katharine Puttick 12th February 2025

I have examined the transactions and supporting information in respect of the income and expenditure described in this Income and Expenditure Statement covering the period 1 January 2024 to 28 February 2024 and I am satisfied this represents an accurate presentation of the Friends of Fordingbridge Museum financial affairs. I confirm that in undertaking the audit I have followed the guidance issued by the Charity Commission and that I do not have any conflict of interest that prevents me from being an independent examiner.

Independent Examiner *John Williams* John Williams 12th February 2025

Trustee Nominations

The following nominations for Trustees have been received: -

Nominee	Proposer	Seconder
Jane Ireland	Anna Wilson	Jonathon Inghan
Anna Wilson	Jane Ireland	Jonathon Ingham
Joan Miller	Julian Hewitt	Christine Pope
Pamela Shering	Joan Miller	Julian Hewitt

Trustees' Resolutions – AGM 2025

The Trustees propose an increase in the annual subscription from January 2026 to £12 for an individual and £15 for a couple.

Proposed by Jon Ingham

Seconded by Julian Hewitt

Members Resolutions 2025

None received.

2026 AGM the Fordingbridge Museum Trust

Date to be set.

This concludes the 2025 AGM Report of the Fordingbridge Museum Trust.