

TRUSTEES ANNUAL REPORT FOR HAVERFORDWEST TOWN MUSEUM

2024-2025

NAME HAVERFORDWEST TOWN MUSEUM

REG NO 1072596

ADDRESS: CASTLE HOUSE, THE CASTLE, HAVERFORDWEST,
PEMBROKESHIRE SA61 2EF

OPERATING

ADDRESS; UNITS 24 & 25, THE RIVERSIDE, HAVERFORDWEST,
PEMBROKESHIRE SA61 2LJ

NAMES OF CURRENT TRUSTEES:

Timothy Evans (Chair)

Roy Thomas (vice Chair)

Peter Lewis

Sally Williams

Charles Davies

Barrie Webb

Corinne Codd

John Mitchell

Governance

The museum is governed by a trust deed and constitution of 19 October 1998.

Trustees meet quarterly, including an AGM. They make policy decisions.

Operational matters are dealt with by the chair, hon. Treasurer and curator.

There are currently 8 trustees and a reporting employee.

Objectives, activities and Performance

The Haverfordwest Town Museum, which opened in 1996, exists to collect artefacts of local History relating to the town and also promoting educational opportunities about the same.

Over the past year the museum has operated the pop-up museum on the Riverside and

Welcomed over 9,000 visitors. We have curated exhibitions on local railways, the 80th Anniversary of VE Day and local archaeology.

We are establishing wider partnerships, especially with local schools and heritage groups. The museum is playing a key role in the wider regeneration schemes for Haverfordwest led by Pembrokeshire County Council.

During the past year there have been key organizational and structural changes as the Haverfordwest Town Museum Trust has agreed to dissolve the charity, with the leave of the Charity Commission and the collection and assets thereof will be taken over by the Haverfordwest Castle Charitable Incorporated Institution. The merger is expected to take Place in early to mid-February 2026.

The new charity will run the museum when it relocates back to Haverfordwest Castle in 2028.

Financial Review

The museum enjoys a stable financial situation. Income for the past year was mainly grants. which enabled us to open the pop-up museum in early 2024. Most came from Lottery funding and from Pembrokeshire County Council. The great bulk of expenditure over £37,000 was on salary for our one part time employee and setting up the new premises. The museum has no debts.

The trustees have complied with the duty under Section 4 of the 2006 Act regarding public benefit.

The trustee's report has been approved by me.

Timothy Evans

Timothy Evans

Chair of Trustees

1 February 2026

HAVERFORDWEST TOWN MUSEUM

YEAR ENDING 31 MARCH 2025

In bank £18196.94

INCOME

Cash	2068.46	
Card	2137.54	4206
Donations	1039.65	
Book Sales	228.50	
Misc	54.00	
PCC	1000.00	
PCC Castle Costs	10000.00	
Grant	26375.84	

Total 42903.99

o/s chqs	2005	71.00
	2017	275.71
	2018	360.00
		706.71

O/Bal	11724.47
Income	42903.99
Expenditure	37138.23
O/S chqs	706.71

Total 18196.94

EXPENDITURE

Salary	9439.96
Salary Costs	360.00
Insurance	149.41
Subscription	123.00
Stock	1862.36
Tele	1666.09
Water PU	159.47
Electric PU	2674.17
Water Castle	789.99
Electric Castle	942.48
Alarm Castle	875.54
Gas Castle	1047.86
Electrical Work	3316.80
Removals	336.00
Misc	279.49 *
Repairs PU	309.60
Stationary	149.07
CIO	1000.00
Expenses	732.96 *
Purchases	307.50 *
PopUp Items	10616.48 *

Total 37138.23

*

Misc

Heater	30.00	
Key box	50.48	
Locks	146.56	
Wax	52.45	279.49

Expenses

Open Eve	600.00	
American	0.12	
Gift	37.00	
Xmas part	45.84	
Tickets	50.00	732.96

Purchases

Ingot	300.00	
Brooch	7.50	307.50

Popup Items

Table Chai	151.50	
Fleeces	793.00	
Website	7884.00	
Laptop	847.98	
Maps	820.00	
Donation f	120.00	10616.48

Sgt Harris
6/2/26

Independent Review Statement

I have been asked by the trustees of Haverfordwest Town Museum to carry out an independent review of the charity's accounts 2024-2025 prior to their submission to the Charity Commission.

I am not a professionally qualified accountant and this review does not constitute an audit or an independent examination within the meaning of the Charities Act.

The accounts provided were simple cash-based accounts. I have reviewed these accounts and checked that the income and expenditure figures recorded are consistent with the charity's cheque books and corresponding bank statements for the period covered.

On this basis, and within the limited scope described above, I am satisfied that the accounts provided accurately reflect the transactions shown in the supporting financial records made available to me.

Signed:

A handwritten signature in black ink, appearing to read 'David Harries', written over a horizontal line.

Name: David Harries

Date: 7th February 2026