

THE FROME MUSEUM

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Company Information

President	HM Daniel
Trustees	RA Cuzner (Chair) BP Edwards (Co Vice Chair) Dr RG Heath (Co Vice Chair) HM Daniel Ms SM Gore DP Lassman BJ Marshall S Macarthur
Company Secretary	BJ Marshall
Operations Committee	Trustees are all <i>ex officio</i> Members M Davis JG Hedges M Pattinson J Ryman C Wisbey Ms S Morris (FSLs Representative)
Registered Office	1 North Parade Frome Somerset BA11 1AT
Independent Examiner	AA Liggatt FCA 16 Sunny Hill Nunney Frome Somerset BA11 5ND
Company No	2377177
Registered Charity No	1091103

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Independent Examiner's Report to the Trustees of The Frome Museum

I report on the accounts of the Trust for the year ended 31 December 2022, which are set out on pages 4 – 9.

Respective Responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act)
- to follow the procedures laid down the General Direction given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respects the requirements:

- to keep accounting records in accordance with Section 41 of the Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act,

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
AA Liggatt FCA
Frome, Somerset

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Annual Report of the Trustees 2022 Charity reference 1091103

Legal Status

The Frome Museum is a Company Limited by Guarantee Company number 2377177.

Governance

Trustees must number no fewer than five. As at 31 December 2022 the composition of the Trustees was as follows:

RA Cuzner (Chair)
BP Edwards (Co Vice Chair)
Dr RG Heath (Co Vice Chair)
HM Daniel
Ms SM Gore
DP Lassman
BJ Marshall
S Macarthur

The Trustees are responsible for providing a clear strategy on all matters relating to the Museum, including financial matters, and that they comply with all necessary rules and legal obligations. The Museum has no paid staff and is run and managed entirely by volunteers. Trustees are recruited through their interest shown in the Museum and their willingness to accept the responsibilities of a Trustee. Appointments are made based on candidates' knowledge of and interest in the heritage sector; professional skills and experience; and demonstrable interest in local history.

Reserves

Total assets of £215,113 are held in four separate funds.

Unrestricted fund	£134,929
Repairing Building Fund	£ 45,000
Designated fund for replacing windows which includes FHBT Donation	£ 20,184
Rebranding Fund	£ 15,000

Objectives of the Charity

These are:

- a: to collect, store and conserve artefacts and documents of historic, cultural and

artistic importance on behalf of the people of Frome and District

b: to enable the general public to have access to the collection for investigation and study;

c: to provide a place where exhibitions can be mounted to inform, and for the enjoyment of, the general public;

d: to foster an interest in history, especially in the young, and to promote an understanding of the relevance of the past to the society in which we live.

e: to provide a library service and information on Frome and District

Main Activities and Achievements of the Charity during the Year

These will be reviewed for its Annual Report on 2022 which will be made available to volunteers and all those who have supported and contributed to the work of the museum over the year.

In summary, the Museum emerged in 2022 out of the challenges of the pandemic with strong and active support from its volunteers who were enthusiastic to resume the exhibitions, displays, visitor support, cataloguing and research. New trustees joined the Museum and between them led the delivery of an imaginative new exhibitions programme and a clear working strategy for brand development, visitor promotion, building improvements and significant additions to its collections.

As we look back at 2022, we can see the rollout of lighting enhancements for the galleries, the start of windows replacement, the launch of a bold and innovative new website, a publicly accessible internet enabled catalogue of the Museum's artefacts, archives and collections.

A key project to restore and scan images of Singer's castings and workshops is now reaching its conclusion and is attracting national publicity. The positive outcomes toward the end of 2022 included the planning of joint cataloguing ventures with the Church of St John the Baptist, the Frome Non-Conformist Churches, The Blue House and several local community organisations.

Donations - Total donations were £3,522 (2021 £2,407). The sale of FSLS books and second-hand books raised a further £3,402 (2021 £1,473)

Acknowledgements The Trustees sincerely thank the volunteers and other friends of the Museum for their support.

On behalf of the Trustees

R A Cuzner – Chair, Board of Trustees

Dated: 13th March 2023

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Statement of Financial Activities for the year ended 31 December 2022

	2022 £		2021 £	
Incoming Resources				
Rents	20,564		21,409	
Grant	-		1,000	
Mendip District Council	5,500		36,500	
Donations	3,522		2,407	
Gift Aid	689		498	
Sales	3,402		1,473	
Bank/Building Society Interest	<u>781</u>	34,458	<u>699</u>	63,986
Frome Historic Buildings Trust		-		<u>11,184</u>
		<u>34,458</u>		<u>75,170</u>
Resources Expended				
Business Rates	484		170	
Telephone and internet	3,733		2,925	
Purchases for re-sale	3,109		685	
Water rates	168		138	
Heating and lighting	3,333		2,626	
Insurance	2,304		2,092	
Printing, postage and stationery	801		395	
Subscriptions and fees	172		167	
Company registration fee	13		13	
Maintenance and repairs	11,454		5,652	
Equipment (other than IT)	1,315		251	
Professional fees other than C & T	980		1,895	
Cooper and Tanner Fees	2,810		3,086	
Depreciation	3,874		2,247	
Singer's Glass Slides Restoration	-		2,647	
Cleaning	430		310	
New Website	-		6,998	
Restoration of Painting/Books	1,175		1,400	
Hospitality	472		1,017	
Sundry	864		196	
Exhibition costs	1,350		246	
Travel costs	1,234		-	
IT Support Services	<u>3,532</u>	<u>43,607</u>	<u>4,195</u>	<u>39,351</u>
Net Outgoing Resources for the year		<u>-9,149</u>		<u>35,819</u>

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Balance Sheet as at 31 December 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	5	134,581	128,194
Current Assets			
Stock		3,721	5,294
Debtors		2,828	679
Cash at bank and in hand		<u>84,921</u>	<u>102,059</u>
		91,470	108,032
Creditors: Amounts falling due within one year	6	<u>(10,938)</u>	<u>(11,964)</u>
		<u>80,532</u>	<u>96,068</u>
		<u>215,113</u>	<u>224,262</u>
Capital and reserves			
Unrestricted fund	8	134,929	193,078
Windows Fund		20,184	11,184
Rebranding Fund		15,000	-
Repairing Building Fund		<u>45,000</u>	<u>20,000</u>
Totals		<u>215,113</u>	<u>224,262</u>

Exemption from Audit

For the year ended 31 December 2022 the company was entitled to exemption under section 477 of the Companies Act 2006.

No notice has been deposited under section 476 B (2) requesting an audit of the accounts for the year ended 31 December 2022.

The Company Directors/Trustees acknowledge their responsibility for:

(1) ensuring the company keeps accounting records which comply with section 386; and
 (2) preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year, and of its profit and loss for the financial year in accordance with section 393 and 394, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as is applicable to the company.

Approved by the trustees on 13th March 2023 and signed on their behalf by:

R A Cuzner - Chairman of the Trustees

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Notes to the Financial Statements for the year ended 31 December 2022

1. Accounting Policies

- (a) The financial statements have been prepared under the historical cost convention, the Companies Act 2006 and follow the recommendations in the Revised Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005
- (b) Stock consists of only items saleable in the museum shop and has been estimated. Goods donated for re-sale are not included in these accounts until sold.
- (c) Depreciation has not been applied to freehold buildings which are stated at cost. Depreciation on equipment has been applied on a cash basis at 20% per annum and on original artwork at 4% per annum.
- (d) Exhibits, artefacts and the like have been acquired through donation and not by purchase. No value for these items is included in these accounts.

2. Trustees' expenses

Trustees' expenses were £630 (2021: nil)

3. Staff Costs

Staff Costs were nil (2021: nil)

4. Independent Examiner's Report

The cost of the Independent Examiner's Report was £400 (2021: £400)

5. Tangible Fixed Assets

	Freehold Property £	Equipment £	Total £
Cost			
At 1 January 2021	117,407	44,004	161,411
Additions	<u>0</u>	<u>10,261</u>	<u>10,261</u>
	<u>117,407</u>	<u>54,265</u>	<u>171,672</u>
Depreciation			
At 1 January 2020	-	33,217	33,217
Charge for year	<u>-</u>	<u>3,874</u>	<u>3,874</u>
	<u>-</u>	<u>37,091</u>	<u>37,091</u>
Net book value			
At 31 December 2022	117,407	17,174	134,581
At 31 December 2021	111,407	10,787	128,194

The freehold property was valued in 2004 at £450,000.

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Notes to the Financial Statements for the year ended 31 December 2022

6. Creditors: Amounts falling due within one year

	2022 £	2021 £
Payments in advance	1,913	-
Sundry creditors	<u>9,025</u>	<u>11,964</u>
	<u>10,938</u>	<u>11,964</u>

7. Capital and Reserves

The Company is limited by guarantee and therefore has no share capital

8. Unrestricted Fund

Balance as at 1st January 2022	193,078
Net Outgoing Resources	9,149
Transfers to Repairing and Window Funds	34,000
Transfer to Rebranding Fund	15,000
Balance as at 31st December 2022	<u>134,929</u>

9. The Frome Museum – Artefacts Trust Registered Charity No 309956

The Artefacts Trust exists to own the various artefacts available to The Frome Museum. The artefacts have been donated or bequeathed to the museum over a number of years and have no definable cost. Consequently, the Artefacts Trust has no valued assets, has no liabilities and accordingly does not prepare accounts. It does, however, maintain a record of the artefacts held in its charge.

All of the Frome Museum Trustees are also Trustees of the Artefacts Trust