

## THE FROME MUSEUM

### ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

#### Company Information

<b>President</b>	HM Daniel
<b>Trustees</b>	MN Maggs (Chair) Dr RG Heath (Vice Chair) RA Cuzner Ms CM DeGroot BJ Marshall Ms A Pater
<b>Company Secretary</b>	BJ Marshall
<b>Operations Committee</b>	Trustees are all <i>ex officio</i> Members BP Edwards JG Hedges V Lamb M Pattinson J Ryman C Wisbey
<b>Registered Office</b>	1 North Parade Frome Somerset BA11 1AT
<b>Independent Examiner</b>	AA Liggatt FCA 16 Sunny Hill Nunney Frome Somerset BA11 4ND
<b>Company No</b>	2377177
<b>Registered Charity No</b>	1091103

# **THE FROME MUSEUM**

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## **THE FROME MUSEUM**

### **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 2024, which are set out on pages 4 – 10.

#### **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  
8<sup>th</sup> April 2025

# THE FROME MUSEUM

## Annual Report of the Trustees 2024 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 2024 the composition of the Trustees was as follows:

M Maggs (Chair)  
Dr RG Heath (Vice Chair)  
RA Cuzner  
Ms CM DeGroot  
BJ Marshall  
Ms A Pater

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 £168,828 are held in four separate funds.

Unrestricted fund	£91,624
Repairing Building Fund	£45,000
Designated fund for replacing windows which includes FHBT Donation	£30,184
Rebranding Fund	£ 2,020

## **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**

Work continued throughout the year on our accreditation return, due to be lodged in 2025, including a detailed review and updating of all of the charity's formal policies, procedures and plans. As part of the process, a new Statement of Purpose and Vision were approved in July 2024, as follows:

### **Statement of Purpose:**

Operating a museum and library to foster an interest by local people and visitors in the history and culture of Frome and its surrounding area.

### **Vision:**

To establish Frome Museum as a central hub of local history and culture, a centre of excellence for local history research, and a pivotal visitor attraction.

During the 2023/24 winter closure, we took the opportunity to re-paint and re-carpet the Lower Gallery, install new lighting, refresh some of the permanent displays, clean and re-present the farming and milk/cheese exhibits above the shops, create a dressing-up corner with new costumes and an activity area for children, and fully open the chemists shop to visitors with new cabinet lighting, displays and signage.

We have during the year undertaken two significant pieces of work with museum professionals and local organisations to understand our key audiences and visitors with disabilities. The results will feature in our updated Forward Plan.

Further highlights of the year include higher exhibition standards, renewed focus on children and school groups, with more school visits, as well as significant efforts to work in partnership with Town Council and a wide variety of local community organisations.

Exhibitions and temporary displays during 2024 included Window Wanderland displays, Marston fire engine, Focus on our Archives, D-Day, local archaeology displays, exhibition and displays by Artists in Residence (with Black Swan Arts), Worn Out in Frome (costume; also window displays in empty shop in Cheap Street), Frome Cinema, Memorial Theatre centenary, Fun at the Museum day (with Town Council support), and the Christmas event.

The museum took part in Heritage Open Day (including Hidden Frome walk), and supported the annual Festival of Archaeology with a Finds Day attended by the Finds Officer for Somerset.

The IT team completed their long-term programme to migrate our entire collections database from *Adlib* to the new more modern *Axiell Collections* platform. Our 'Behind the Scenes' tours remained popular.

**Acknowledgements:**

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

**On behalf of the Trustees**

M N Maggs – Chair, Board of Trustees

Dated: 9 March 2025

# THE FROME MUSEUM

## Statement of Financial Activities for the year ended 31 December 2024

	2024 £		2023 £	
<b>Incoming Resources</b>				
Rents	26,628		24,224	
Legacy	-		5,000	
Grants	6,250		-	
Donations	6,150		4,584	
Gift Aid	1,141		408	
Sales	1,926		2,889	
Building Society Interest	<u>2,995</u>	45,090	<u>1,563</u>	38,668
<b>Resources Expended</b>				
Business Rates	-		-31	
Telephone and internet	5,126		4,382	
Purchases for re-sale	730		893	
Water rates	290		216	
Heating and lighting	13,465		5,570	
Insurance	2,618		2,551	
Printing, postage and stationery	522		467	
Subscriptions and fees	231		329	
Company registration fee	13		13	
Maintenance and repairs	18,054		9,706	
Equipment (other than IT)	975		937	
Professional fees other than C & T	8,225		4,149	
Cooper and Tanner Fees	4,355		3,960	
Depreciation	2,854		3,300	
Rebranding	12,981		-	
Stock of Publications Written Off	-		2,431	
Cleaning	870		406	
New Website	600		480	
Additions to collection	420		-	
Hospitality	121		116	
Sundry	771		641	
Exhibition costs	1,591		-	
Travel costs	-		54	
IT Support Services	<u>9,871</u>	<u>84,683</u>	<u>4,790</u>	<u>45,360</u>
<b>Net Outgoing Resources for the year</b>		<u>-39,593</u>		<u>-6,692</u>

## THE FROME MUSEUM

### Balance Sheet as at 31 December 2024

	Notes	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible assets	5	130,262	132,169
<b>Current Assets</b>			
Stock		1,094	1,150
Debtors		6,300	4,960
Cash at bank and in hand		<u>49,482</u>	<u>81,541</u>
		56,876	87,651
<b>Creditors:</b> Amounts falling due within one year	6	<u>(18,310)</u>	<u>(11,399)</u>
		<u>38,566</u>	<u>76,252</u>
		<u>168,828</u>	<u>208,421</u>
<b>Capital and reserves</b>			
Unrestricted fund	8	91,624	118,237
Windows Fund		30,184	30,184
Rebranding Fund	9	2,020	15,000
Repairing Building Fund		<u>45,000</u>	<u>45,000</u>
Totals		<u>168,828</u>	<u>208,421</u>

### Exemption from Audit

For the year ended 31 December 2024 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 2024.

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 9th March 2025 and signed on their behalf by:

M N Maggs - Chairman of the Trustees



## THE FROME MUSEUM

### Notes to the Financial Statements for the year ended 31 December 2024

#### 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 nil (2023: £54)

#### 3. Staff Costs

Staff Costs were nil (2023: nil)

#### 4. Independent Examiner's Report

The cost of the Independent Examiner's Report was £400 (2023 £400)

#### 5. Tangible Fixed Assets

	Freehold Property £	Equipment £	Total £
<b>Cost</b>			
At 1 January 2024	117,407	55,153	172,560
Additions	<u>0</u>	<u>947</u>	<u>947</u>
	<u>117,407</u>	<u>56,100</u>	<u>173,507</u>
<b>Depreciation</b>			
At 1 January 2024	-	40,391	40,391
Charge for year	<u>-</u>	<u>2,854</u>	<u>2,854</u>
	<u>-</u>	<u>43,245</u>	<u>43,245</u>
<b>Net book value</b>			
At 31 December 2024	117,407	12,855	130,262
At 31 December 2023	117,407	14,762	132,169

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

## THE FROME MUSEUM

### Notes to the Financial Statements for the year ended 31 December 2024

#### 6. Creditors: Amounts falling due within one year

	2024 £	2023 £
Sundry creditors	<u>18,310</u>	<u>11,399</u>
	<u>18,310</u>	<u>11,399</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 2024	118,237
Net Outgoing Resources	26,613
Balance as at 31st December 2024	<u>91,624</u>

#### 9. Re-branding Fund

Balance as at 1st January 2024	15,000
Net Outgoing Resources	12,980
Balance as at 31st December 2024	<u>2,020</u>

#### 10. 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