

Chairman's Report October 2021 AGM

When I started looking at what the Trust has been doing this year, I expected to have little to report, but how wrong I was. However, that does not mean I aim to keep you here all night! Although we did not manage to open until the 21st July we have managed to do quite a lot of things prior to that time, making use of a quiet period to complete things we had not had a chance to handle previously. These included a revision of our Memorandum and Articles of Association, a Safeguarding Policy and an updated Business Plan. Alan and Kate put a lot of work into these, for which many thanks.

Alan has also done some sterling work setting up a new website for us with help from Josh and Kevin from Enable and Andy Corp, who chairs the local photographic group. Notably, if you enter, King John's Hunting Lodge Axbridge on the web it presents our site following the National Trust site, which is exactly what we wanted to achieve. It's worth a look if you haven't done so already. Our grateful thanks to all that team.

Talking of websites, we have also been participating in the Visit Somerset "Museum Monday" Facebook site, in which a number of museums participate on a rota, but we are there this week (on the roundel) and had already provided an earlier slot (on the Lamb and Flag). We also managed to squeeze in on the BBC show "Farmer's Country Showdown," which was a bonus, though a couple of hours or so filming became a very short period of transmission. Alan has also been doing some Twitter for us and Kate has transposed this onto Facebook and Instagram, so we are doing quite well online, with thanks to both of them, but I believe they could do with some help with continuity.

I mentioned that we opened on the 21st of July. That required quite a lot of management prior to the date, as we were uncertain how the Covid-19 pandemic would go. Les managed to get some excellent screens arranged for the steward's desk and they have proven very useful and Jools helped with the hand sanitiser and other PPE items. Robin arranged some printed route instructions and organised the schedule. Whilst we have been unable to open every day, we have managed to consistently open for five days a week, which is excellent, so our thanks to all those who have helped to achieve this. After some nagging from Alan we even managed to get the National Trust website to update our opening hours, though it did take some time. We decided that we would not make a charge for anyone, as the National Trust were not intending to give us any recompense for their members visiting the museum, due to their financial position (hopefully that will only apply this year), nor would we sell any of our books and products, though the NT style booklet could be purchased through the donations box. That would mean that our stewards would not have to handle cash. We are in need of extra stewards, Robin has been doing quite a lot of covering this year, but we have received quite a lot of praise for our efforts. So, thanks to those stewards and trustees who have made this work in such difficult times and to Robin for his hard work.

Our exhibitions do seem to have withstood the period of closure remarkably well and our cleaners have done an excellent job refurbishing the museum, with some specific help from Robin. Pauline managed to acquire a superb display for our temporary exhibition, which is

continuing to the end of the season, due to a technical hitch on the replacement. It was supplied by the Axbridge First School and featured the Romans. I have heard a number of visitors praising it, including a head teacher from elsewhere. Also, with the help of a grant or two from the Co-op, Pauline is creating school packs to take around and is already indicating that more schools are wanting to participate. Great work Pauline.

Rosemary has put out a great deal of publicity in many different publications and manages to find something new to say, even if we have not supplied her with anything substantive. It has been really good to keep our name in front of local people, so many thanks to her.

Liz Scott has become our new liaison with the museum Friends. Lucy has been doing some excellent work behind the scenes, keeping our collections in order and attending some courses, but also participating in a programme to monitor pests which may affect our collections. Kate has been involved in one way or another in almost everything we do, as well as handling her normal secretarial duties and Ralph has, once again, proven his worth in keeping our accounts up to scratch, with help from Alan where necessary. We have also been participating in the Axbridge trail project, where Paul Hughes has played an active role. This seems to be coming on well and the person who is doing the write-ups for them has been mentioning the museum on a number of occasions!

Hopefully I have covered everything I need to and thanked everyone who has helped turn what could have been another passive year into an active and progressive year. If not, please accept my apologies. Just before I hand over to Ralph for the financial report, I do have one last thing to say, which is to welcome our new Trustee, Andy McLeod. We have done well over the last few years from the trustees who have joined us and I'm sure that is going to continue with our new member. Welcome Andy.

Axbridge and District Museum Trust
Financial Statements for the period 1st April 2020 to 31 March 2021

Income and Expenditure Account

1st April 2020 to 31st March 2021

(2019-20)

Income

Council grants	£1,400.00	£1,400.00
COVID-19 Support Grant	£20,707.00	£0.00
Admission charges		£1,985.00
National Trust membership credit		£8,920.00
General donations	£190.00	£691.49
Specific donations		£50.00
Hire of premises	£250.00	£250.00
Sales		£858.62
Care of collection contribution	£3,570.00	£3,570.00
Lecture fees		£30.00
Custodians trip		£30.00
Gift Aid/other income	£265.37	£242.65
Fundraising/grants	£1,400.52	£15.09
Interest	£38.24	£196.94
Friends of the Museum	£325.00	£2,610.00
Refunds		£59.24
Total Income	£28,146.13	£20,909.03

Expenditure

Honoraria	£6,264.00	£5,256.00
Postage	£35.12	£0.00
Printing/Stationery	£5.00	£0.00
Subsistence/travel	£0.00	£780.54
Membership Fees	£175.20	£234.80
Legal Fees	£0.00	£0.00
Building Maintenance	£100.00	£1,686.57
Building Refurbishment	£0.00	£53.70
Water Supply	£100.97	£105.20
Electricity	£186.86	£321.07
Telephone	£420.48	£428.48
National Trust Lease	£1,320.00	£3,000.00
Town Hall Rent	£3,500.00	£3,500.00
Town Hall Utilities	£145.97	£131.96
Intruder Alarm	£937.42	£905.71
Advertising & Publicity	£0.00	£517.08
Exhibitions/events/conservation	£0.00	£446.12
Insurances	£727.20	£841.83
Room Hire	£0.00	£34.00
Grant related purchases	£51.37	£0.00
Shop Purchases	£0.00	£206.98
Companies House	£13.00	£13.00
Other expenditure	£65.00	£494.00
Prior Year Debtor Write Off	£110.00	£0.00
Total expenditure	£14,157.59	£18,957.04
Excess of income over expenditure	£13,988.54	£1,951.99

Axbridge and District Museum Trust

Financial Statements for the period 1st April 2020 to 31 March 2021

Balance Sheet

as at 31st March 2021 (2019-20)

Prepayment	£0.00	£0.00
Bank and Cash	£57,023.36	£42,924.82
Debtors	£0.00	£110.00
Liabilities	£0.00	£0.00
Net Assets	£57,023.36	£43,034.82
Financed by:		
Opening balance	£43,034.82	£40,972.83
Invoices outstanding	£0.00	£110.00
Retained Profit	£13,988.54	£1,951.99
less commitments	£0.00	£0.00
	£57,023.36	£43,034.82

For the year ended 31 March 2021 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

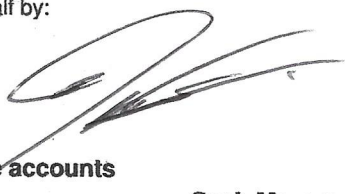
Directors' responsibilities:

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

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the directors and authorised for issue on 19th October 2021 and are signed on their behalf by:

Signed:



John G Page
Chairman of the Board
Company Registration Number 4240988

Note to the accounts

Cash Movement Reconciliation

1st April 2020 to 31st March 2021 (2019-20)

Opening balance	£42,924.82	£40,972.83
Income	£28,146.13	£20,909.03
Expenditure	-£14,047.59	-£18,957.04
Payments uncleared	£0.00	£0.00
Closing Balance	£57,023.36	£42,924.82
Held as:		
COIF Charity Fund	£29,820.45	£29,782.83
Business deposit account	£2,609.19	£2,283.57
Current Account	£24,242.75	£10,547.45
Deposits uncleared	£0.00	£0.00
less uncleared payments	£0.00	£0.00
Cash held	£350.97	£310.97
	£57,023.36	£42,924.82

In accordance with the policy of the Board, a reserve of £20,000 held in the COIF Charity Fund has been identified to be used only in the event that otherwise the Trust would become insolvent.

Newlands, 30 West Street, Axbridge, Somerset, BS26 2AD Tel: 01934 732659

Mr Alan Wells
Axbridge and District Museum Trust
49 West Street
Axbridge
Somerset
BS26 2AA

11th October 2021

Dear Alan

I have carried out an inspection of the accounts for the Axbridge District Museum Trust for the year ending 31st March 2021.

Based on the information provided I can confirm that the accounts are an accurate reflection of the Museum Trust's finances.

The records and analysis of the information are comprehensive and clearly presented.

I recommend that in the interests of transparency and openness for the Trust that every future year the Trust minutes the agreement of the Trustees to pay the various honorariums, documenting the amount paid, to whom and its purpose. This could be done at each AGM. I also suggest that a letter is written to the people receiving these payments each year, reminding them that they are responsible for any tax or NI payments.

Yours sincerely

A handwritten signature in black ink that reads "Michael Day". The signature is written in a cursive style with a long horizontal stroke extending from the end of the name.

Michael Day