

REGISTERED COMPANY NUMBER: 04064228
REGISTERED CHARITY NUMBER: 1092786

Trustees' Report and
Unaudited Financial Statements
for the Year Ended 31 March 2024
for
Slough Museum
(A Company Limited by Guarantee)

Slough Museum

Contents of the Financial Statements
for the year ended 31 March 2024

	Page
Reference and Administrative Details	1
Trustees' Report	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 13

Slough Museum

Reference and Administrative Details
for the year ended 31 March 2024

Trustees	Ms M J C Alp (resigned 30/5/2023) Ms H Ellams Mr S Humphrey Ms L Davis (resigned 14/10/2024) Mr A T B James Ms V Whitson Ms C Hulme Councillor (appointed 30/5/2023) Ms J J Isherwood Retired (appointed 30/5/2023) Ms M Mohideen-Moore Museum Consultant (appointed 30/5/2023)
Registered office	The Curve William Street Slough Berkshire SL1 1XY
Registered company number	04064228
Registered charity number	1092786
Independent examiner	Cooper Parry Advisory Limited 178 Buckingham Avenue Slough Berkshire SL1 4RD

Slough Museum

Trustees' Report for the year ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and financial statements of the charity.

Objectives and activities

Statement of Purpose

Slough Museum holds the cultural and environmental memory of the town of Slough and the surrounding region and plays an important role in developing a sense of place for people living in the area. To fulfil this role the Museum acquires significant items that document the history and environment of the region and the history of its residents and workers, for the purposes of display, research and learning, and preservation.

In setting our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on fee charging. In setting the level of fees, charges and concessions the trustees give careful consideration to the accessibility of its services to those organisations that seek to further the public benefit in relation to the aims of the charity.

Key Aims

- To collect, document and preserve Slough's heritage and be accessible to all.
- To create a safe and creative environment which inspires learning and enjoyment.
To offer formal and informal learning experiences, encouraging engagement with Slough's past, present and future.
- To provide exhibitions which are representative of and relevant to Slough's diverse community.
- To inspire local people to learn about and understand Slough's heritage and their place within it.

Achievement and performance

Government and management of the Museum

The Trustee board meet around every six weeks as a board to discuss a sitting agenda which includes points on all projects taking place. Minutes are taken by an independent administrator and actions are agreed during the meeting which are circulated after the meeting to all trustees.

In addition to the board trustees we regularly have appointed advisors to our meetings to give us specialist advice. Our freelancers also attend our board meetings. This allows the board to fully understand the delivery of any project which are taking place and to ensure we work together as a cohesive team towards the Museum aims.

SEGRO - 72 Buckingham Avenue

Based on our growing relationship, SEGRO supported us moving into 72 Buckingham Avenue. This is a much better venue for a Museum space as it can be used as an exhibition venue, volunteer learning space, collection store and for visitor outreach programmes such as creative learning. The space can be clearly seen from the main road on the industrial estate and for marketing reasons, it is based completely on a ground floor location and there are fourteen car parking spaces attached to the location including a rear space for unloading. We signed terms and conditions on the new building in December 2021. The offer of this new venue came late in the summer of 2019 and we started to do the design for a new exhibition space aiming to move early in 2020. Unfortunately, due to COVID19 this delayed our move into our new space which happened on 14th February 2022. The generosity of SEGRO is very gratefully received and they have refurbished the building to a fantastic standard for the new Museum store and pop-up. In addition extra non-restricted funding of 30K to ensure the Museum can survive in the new location arrived in April 2022. During 2022-23 we moved into the new space and redeveloped all the spaces within the building.

During 2023 The Museum Chair attended training and learning sessions as part of the School of Social Entrepreneurs Trade Up Grant. Some funding was given to support capacity which allowed us to utilise a freelance administrator for trustee meetings. In addition it allowed us to do some research on developing event and retail income streams for the future sustainability of the 72 Buckingham Avenue as a venue.

Partnerships

We have created a partnership as a venue with Artful Hub and Antzkidz. They piloted the space between September 2023 and March 2024 continuing onwards into 2024. This means the Museum is in use for Creative workshops across most weeks of the year. Many hundreds of local Slough people have visited the Museum from when we started in September who would not come usually due to this creative partnerships.

Another successful venue partnership has been with Bachata Vibes who run dance classes from the Museum space opening our displays up to many unexpected visitors every week.

Slough Museum

Trustees' Report for the year ended 31 March 2024

SSE Unrestricted Funding Grant

Between Jan and March 2024 we employed a Collections Specialist for ten days who reviewed the collection funded by the Museum Development Office. She has produced a review of where we are and what steps we need to take to support the production of exhibitions and the care of the collection going forward. During this period we trained several volunteers in collection care.

Art Fund

In December 2022 we were excited to hear we had received Art Fund money to fund a project called 'Life at 40' celebrating Slough Museum's 40th birthday. During March and April 2022 we recruited for initially a Project Manager and eventually a new role we developed to support the Museum called Museum Manager. David Drake came on board as the Project Manager in June 2023 and Milan Govedarica in Sept 2023. These have been very successful appointments to the Museum and they have delivered extensively in their short time at the Museum. This project will run until March 2025. The first pop-up exhibition was delivered in September 2023 telling the History of the Trading Estate in 100 objects. The second pop-up exhibition was an outdoor event called 'The Birth of a Legend' with 35 GT40 vehicles including 3 originals on display. There were 150 club member guests and over 300 guests who were involved in the partnership with the GT40 Membership Club and SEGRO industrial estate. The event falls outside of this reporting period being held on the 25th April 2024. However, during the planning which took place in March 2024 we did get thousands of numbers of engagement through social media content.

From April 2023 our Exhibition Manager: Jaye Isherwood (volunteer) began to research and plan the development of a new exhibition concept. Through many volunteer hours the Exhibition Manager put together a fantastic exhibition sharing the heritage of the SEGRO Trading Estate in Slough over the last 100 Years. It launched 29th September 2023 and during the month of being open we received 600 visitors to the Museum. vintage double decker taking visitors between two locations of displays. Over the weekend we received 300 visitors to the display.

Numbers of Visitors

We recorded 1465 physical visitors in the four months of operation between Sept 2023 and end of March 2024 since the Museum Manager's role started in Sept 2023.

Volunteering

The Museum Manager's role has been integral to the supporting of sustainable volunteering. Our goal is a growth in longer-term volunteering. We are working toward a plan around how Slough Museum could build nurturing career pathways in Culture and Heritage for young people in Slough. During March 2023 we had the Slough Youth Parliament visit the Museum and they contributed to a workshop led by our project curator and another artist. These pilots have led to the development of two youth placements which will be advertised and recruited in the summer of 2024 if we receive funding. These placements will be funded for collection support and marketing which both increases our profile and helps support the care of our Slough Heritage. Slough Museum Trustee Board believe strongly in the value of nurturing our volunteers and supporting them. We have also piloted between January and March 2023 training our volunteers in a collections care programme where they have learnt to assess, audit and document objects.

Museum Development Office

In 2023 we carried out an update on our previous Museum MOT from 2019 led by the Museum Development Office. This helped us reflect as a board on our achievements, but also on our challenges. We agreed as a board that caring for the collection was key to Slough Museum's future and is at the foundation and for many of at the heart of what we do as volunteers. We received funding from the Museum Development Office of ten days of specialist support to review the collection and take steps to improve the management of it including looking at our documentation. It included training two volunteers in Collections Care, but around seven volunteers took part in the handling and auditing training. Around 50 boxes were audited and repacked as part of this project.

School Visits

We have continued to offer school visits over 2023 and early 2024. Numbers of school children visiting as part of formal learning are around 300. Slough Museum have expanded out in their partnership with young people especially in informal and creative learning through working together with AntzKidz throughout 2023-24. We have also maintained an ongoing positive relationship with the Education department at Slough Borough Council.

National Portfolio Organisation

In December 2022 Slough Museum funding sub-committee agreed to join in with Museum Partnership Reading to develop an extension NPO to support community engagement in Slough. During 2023, Slough Museum Trustee Board agreed with the NPO Chair that the NPO project plan did not align with Slough Museum's 2022-24 Strategic Plan. The two projects separated.

Slough Museum

Trustees' Report for the year ended 31 March 2024

Pods at The Curve

Slough Museum have been developing several projects around improving the pods at The Curve especially around engagement and in looking further at the collections care. A series of funding bids have been developed and are being submitted to support the pods.

National Lottery Heritage Fund

We received funding for our Britwell Stories community heritage project in February 2024 led by the Art Fund Project Manager: David Drake. It will conclude with a film launch and exhibition in 2024.

Thanks

The Museum Chair and the Trustee Board would like to thank key funders including SEGRO, ACE, The Art Fund, The Museum Development Office, School of Social Entrepreneurs National Lottery Heritage Fund, for all their support in 2023 and 2024. The Chair is particularly grateful to all the trustees, contractors, volunteers, creatives, freelancers and stakeholders who have contributed to Slough Museum to ensure the success at the Museum location at 72 Buckingham Avenue.

We would also like to thank our supporters specifically Slough Borough Council, Antzkidz, Artformed and Resource Productions.

Financial review

Reserves policy

The level of reserves held is reviewed on a regular basis by the Treasurer and Chair of Slough Museum. These reserves are shared with the Trustee Board. Reserves are required to safeguard the long-term public interest in the collections owned by the Museum in the event of a major disaster or closure due to lack of funding.

As an Accredited Museum (Accreditation Scheme replaced the Registration Scheme in 2006), Slough Museum must be able to demonstrate that it has a sound financial basis irrespective of any valuation placed on the items in the collection. In no circumstances must those items be mortgaged, offered as security for a loan or sold to raise funds for the organisation. There is also a strong presumption against disposal out of the public domain. Disposal should be undertaken only within the strategic framework of a long-term collections management policy, as a means of returning an item to its rightful owner, or improving care, access or context.

The Charity has negative unrestricted funds of £10,306 (2023: £13,998 positive). The purpose of these funds is to provide the museum with the means to salvage collections and equipment and continue operating following a major disaster, funds to cover the running costs of the museum in the event of core funding being removed until replacement funds can be raised or to wind down the museum to closure in such a way that respects staff, donors, suppliers and funders and safeguards the collection and collection information in the public domain for future generations to enjoy.

The negative unrestricted funds is temporary, and the Museum will endeavour to build up the reserves for the aforementioned reasons. The trustees have a contingency fund of £6,000 to close the Museum in the event of an emergency.

Structure, governance and management

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Trustees

The Trustees who served the Charity during the year were as follows:

Ms H Ellams	(Chair)
Mr S Humphrey	
Ms L Davis	(resigned 14/10/2024)
Mr A T B James	
Ms V Whitson	
Ms C Hulme	
Ms J J Isherwood	
Ms M Mohideen-Moore	

Slough Museum
Trustees' Report
for the year ended 31 March 2024

Structure, governance and management

Governance

The Museum is governed by the Board of Trustees who agree and monitor the Business Plan and approve all the Museum's policies. Trustees are sought for the Board specifically to add value to the Charity. This is both in terms of creating a Board that is representative of the diverse community the Charity serves and one that has all of the skills and experience required to properly carry out the work of the Charity. Part-time staff and project freelancers are accountable to the Heritage Project Manager, who is line-managed by a member of the Trustee Board. Volunteers are managed by the volunteer coordinator, supported by a member of the Trustee Board.

Approved by order of the board of trustees on 19 December 2024 and signed on its behalf by:

DocuSigned by:

.....
2EB72C2B2D174BE
Ms H Ellams - Trustee

**Independent Examiner's Report to the Trustees of
Slough Museum**

Independent examiner's report to the trustees of Slough Museum ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.


Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed by:


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Cooper Parry Advisory Limited

Cooper Parry Advisory Limited
178 Buckingham Avenue
Slough
Berkshire
SL1 4RD

20 December 2024
Date:

Slough Museum

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2024

		Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
	Notes				
Income and endowments from					
Charitable activities					
Herschel Park Project		-	-	-	8,597
Slough Borough Council		-	-	-	7,700
Other Activities		3,025	48,682	51,707	-
Total		<u>3,025</u>	<u>48,682</u>	<u>51,707</u>	<u>16,297</u>
Expenditure on					
Charitable activities					
Projects - Restricted		351	20,149	20,500	21,511
Other Activities		6,030	1,125	7,155	8,090
Establishment costs		18,436	(1,566)	16,870	3,900
Management and Administration		1,351	-	1,351	688
Depreciation		47	-	47	-
Art Project		-	3,366	3,366	-
Governance costs		1,815	-	1,815	1,650
Computer Expenses		(701)	(1,800)	(2,501)	-
Total		<u>27,329</u>	<u>21,274</u>	<u>48,603</u>	<u>35,839</u>
NET INCOME/(EXPENDITURE)		(24,304)	27,408	3,104	(19,542)
Reconciliation of funds					
Total funds brought forward		13,998	34,020	48,018	67,560
Total funds carried forward		<u>(10,306)</u>	<u>61,428</u>	<u>51,122</u>	<u>48,018</u>

The notes form part of these financial statements

Slough Museum (Registered number: 04064228)**Balance Sheet
31 March 2024**

		Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
	Notes				
Fixed assets					
Tangible assets	4	2,534	-	2,534	-
Current assets					
Cash at bank		45,072	61,427	106,499	51,168
Creditors					
Amounts falling due within one year	5	(57,912)	1	(57,911)	(3,150)
Net current assets/(liabilities)		<u>(12,840)</u>	<u>61,428</u>	<u>48,588</u>	<u>48,018</u>
Total assets less current liabilities		<u>(10,306)</u>	<u>61,428</u>	<u>51,122</u>	<u>48,018</u>
NET ASSETS		<u><u>(10,306)</u></u>	<u><u>61,428</u></u>	<u><u>51,122</u></u>	<u><u>48,018</u></u>
Funds	7				
Unrestricted funds				(10,306)	13,998
Restricted funds				61,428	34,020
Total funds				<u><u>51,122</u></u>	<u><u>48,018</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 19 December 2024 and were signed on its behalf by:

DocuSigned by:

 2E672C2B2D124BE
 Ms H Ellams - Trustee

Slough Museum

Notes to the Financial Statements for the year ended 31 March 2024

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Going concern

The Trustees have reviewed and considered relevant information in making their assessment and have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the Trustees' report for more information about their contribution.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
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Taxation

The charity is exempt from corporation tax on its charitable activities.

VAT

As the majority of the charitable company's activities are classified as exempt or non-business activities for the purposes of Value Added Tax, the charitable company is unable to reclaim all the Value Added Tax which it suffers on its purchases. Expenditure in these financial statements is therefore shown inclusive of Value Added Tax.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund.

Slough Museum

Notes to the Financial Statements - continued
for the year ended 31 March 2024

1. Accounting policies - continued

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Financial instruments

Financial assets and financial liabilities are recognised in the balance sheet when the charitable company becomes a party to the contractual provisions of the instrument.

Trade and other debtors and creditors are classified as basic financial instruments and measured at initial recognition at transaction price. Debtors and creditors are subsequently measured at amortised cost using the effective interest rate method. A provision is established when there is objective evidence that the charitable company will not be able to collect all amounts due.

Cash and cash equivalents are classified as basic financial instruments and comprise cash in hand and at bank and bank overdrafts which are an integral part of the charitable company's cash management.

Financial liabilities and equity instruments issued by the charitable company are classified in accordance with the substance of the contractual arrangements entered into and the definitions of a financial liability and an equity instrument. An equity instrument is any contract that evidences a residual interest in the assets of the charitable company after deducting all of its liabilities.

2. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation - owned assets	291	-

3. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Slough Museum

Notes to the Financial Statements - continued
for the year ended 31 March 2024

4. Tangible fixed assets

Fixtures
and
fittings
£

Cost

At 1 April 2023

28,105

Additions

2,825

At 31 March 2024

30,930

Depreciation

At 1 April 2023

28,105

Charge for year

291

At 31 March 2024

28,396

Net book value

At 31 March 2024

2,534

At 31 March 2023

-

5. Creditors: amounts falling due within one year

2024

2023

£

£

Bank loans and overdrafts (see note 6)

56,097

-

Trade creditors

(1)

-

Other creditors

1,815

3,150

57,911

3,150

6. Loans

An analysis of the maturity of loans is given below:

2024

2023

£

£

Amounts falling due within one year on demand:

Bank overdrafts

56,097

-

7. Movement in funds

Net
movement
in funds
£At 1/4/23
£At 31/3/24
£

Unrestricted funds

General fund

13,998

(24,304)

(10,306)

Restricted funds

Restricted funds

34,020

27,408

61,428

TOTAL FUNDS

48,018

3,104

51,122

Slough Museum

Notes to the Financial Statements - continued
for the year ended 31 March 2024

7. Movement in funds - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,025	(27,329)	(24,304)
Restricted funds			
Restricted funds	48,682	(21,274)	27,408
TOTAL FUNDS	<u>51,707</u>	<u>(48,603)</u>	<u>3,104</u>

Comparatives for movement in funds

	At 1/4/22 £	Net movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	20,236	(6,238)	13,998
Restricted funds			
Restricted funds	47,324	(13,304)	34,020
TOTAL FUNDS	<u>67,560</u>	<u>(19,542)</u>	<u>48,018</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	-	(6,238)	(6,238)
Restricted funds			
Restricted funds	16,297	(29,601)	(13,304)
TOTAL FUNDS	<u>16,297</u>	<u>(35,839)</u>	<u>(19,542)</u>

Slough Museum

Notes to the Financial Statements - continued for the year ended 31 March 2024

7. Movement in funds - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/22 £	Net movement in funds £	At 31/3/24 £
Unrestricted funds			
General fund	20,236	(30,542)	(10,306)
Restricted funds			
Restricted funds	47,324	14,104	61,428
TOTAL FUNDS	<u>67,560</u>	<u>(16,438)</u>	<u>51,122</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,025	(33,567)	(30,542)
Restricted funds			
Restricted funds	64,979	(50,875)	14,104
TOTAL FUNDS	<u>68,004</u>	<u>(84,442)</u>	<u>(16,438)</u>

8. Related party disclosures

There are no related party transactions to be reported.

9. Ultimate controlling party

Each of the company's members undertakes to contribute to the assets of the company in the event of the company being wound up during the time that he is a member or within one year after ceasing to be a member such contributions not exceeding the sum of £10. Further details are included in the company's Memorandum and Articles of Association. There is no overall controlling party of the charitable company.