

## **St Agnes Museum Trust Annual General Meeting - 24<sup>th</sup> February 2022**

### **Held at the Methodist Hall, St. Agnes**

#### **Present**

Forty nine members and guests attended the meeting including the Chairman and Hon. Treasurer.

#### **Apologies**

Janet & John Cormack, Keith Robertson, Ralph Fisher, Philip Mitchell, Laura Coggins, Paul Wheeler, Isobel Burrows, John M...,

#### **Minutes of the 2021 AGM**

The Chairman referred the meeting to the audited accounts and reports published in Newsletter No.89 in January 2021 and reminded the meeting that due to Covid it had been impossible to hold an AGM in 2021. It was proposed by Tom Thompson, seconded by Terry Knight, that the published reports and accounts intended for the 2021 AGM be approved and adopted; this was carried by a show of hands.

#### **Treasurer's Report**

The Treasurer made reference to the Accounts for the last two years, years 2019/20 and 2020/21.

The main items from the 2019/20 accounts. As we did not open throughout the year, and therefore both sales and donations were considerably down from the previous year. It was only through the efforts of Mike in charge of the shop that we managed £3190 in sales, (as against £9300 in 2018/19). The other income was mainly from Gift Aid ££2461 (two years) and a Covid Grant from the County Council, £10,000. The total income for the year was £17942, up from £14000. The expenses were generally similar to the previous year, the exception being Shop purchasing reducing by £3000 and the total being £10168 giving a surplus for the year of £7774, and the current cash balances increased to £20932. Also during the year, £9000 was spent on the VR system which had been recovered through the Cornwall Museum Partnership.

The details from the 2020/21 accounts. Although we missed the first 4 months of the year, the sales showed a major increase over the previous year to £7543. Donations were also well up on the previous year and above those of two years ago. We also received special donations toward the display cabinet. Gift aid receipts were down as the donations previously received was reduced. We also made £520 from the November Coffee Morning. There was also £8000 received from the County Council as a Covid Grant. The total receipts amounted to £25965. The expenses were against fairly consistent with the previous year excepting the payment of £3894 for a Medal Display Cabinet. The total expenditure amounted to £13775 giving a surplus of £12190 and a cash balance at the end of the year of £33123.

One item of expenditure likely to happen in the next few years is either repairs or replacement of the roof which could amount to £60000.

One other figure to note, the electricity charges are at the same rates as fixed four years ago as our suppliers have not updated to their current fixed tariffs. When they catch up with us, we could well double our power bill, especially with the proposed rates for later on this year. The final issue is the future membership fees. I would propose that the current figures are unchanged.

Following the Treasurer's report, it was proposed by Peter Roberts, seconded by Liz Thompson,

"That the audited accounts for the 2020-2021 financial year and recommendation for subscriptions be adopted." This was carried by a show of hands.

#### **Curator's Report**

(report to follow from Clare Murton)

#### **Membership Secretary's Report**

(report sent to Hon. Sec. for inclusion here)

## **Chairman's Report**

During the Covid pandemic in 2020 and 2021, we relied heavily on the museum website to communicate with our various audiences, in fact during 2020 we received almost 90,000 visitors. A number of small but effective changes have been made to the website to make it easier for visitors to either become a friend of the museum or a volunteer or to make a donation – with some encouraging results. The Twitter account continues to run smoothly and keeps us active in the world of social media with a regular stream of information and observations. All of this work and upkeep comes from the tireless efforts of Emily, Charlotte and Jessie Morgan each of whom we thank tonight.

Our online shop has done excellent business during the period of closure thanks to Mike and Lynne Furness who handled the detail of every order including the postage and packaging. The accounts speak for themselves as to the impressive income that this work achieved; our sincere thanks go to Mike and Lynn.

Having been closed during 2020, there were important repairs to be made to the rear windows in order to redecorate; an extractor fan also needed to be installed to improve air circulation under Covid advice, both significant items adding to an already daunting list of tasks to be completed prior to opening. However, with the resolve of the committee we achieved everything on the list and when the Covid restrictions were eased the museum opened on 17<sup>th</sup> July 2021. Particular thanks go to Clive Benney for his invaluable help with the repairs and decorating phase.

Thanks must go to our army of Stewards who rose to the challenge of Covid protocols. Thanks also to Mike Furness for his essential role in the small group briefing sessions organised for Stewards, these either as a refresher or as an introduction.

Our journey towards installing the Virtual Reality experience had fortunately already covered all the preliminary stages prior to Covid, however, a number of important meetings and updates had to be undertaken using online meeting technology – this was a difficult stage and led to many frustrations as we tried to achieve the highest standards of authenticity in the VR model. Subject to the installation of an ultra violet 'cleansing box' for the headset, we finally arrived at a credible 'gamer's version' of St Agnes harbour and one that proved a great draw and introduced a new audience to our museum. It must not go without mention that the final part of the VR experience 'jigsaw', and possibly the most dramatic, was the installation of a granite block from the ruins of the harbour itself. The aim was to inject a final piece of authenticity so that the visitor could genuinely experience the sensation of sitting on the quay wall of St Agnes harbour. One of the endearing images of the season came on August bank holiday when a lady researching a piece for the i-newspaper allowed her young daughter to put on the headset. Within a few moments such was the little girl's belief in the harbour in which she now found herself sitting that she started waving to the characters on the quay.

The spin-off idea of a game for the under-13s in which our leatherback turtle would speak seems to have reached an insurmountable problem with the company writing the computer programme; we await the outcome with interest.

A report on the condition of the museum roof, jointly commissioned by the museum trust and St Agnes Parish Council, will be one of the first topics of debate for the new museum committee in 2022.

## **Election of Officers**

Each of the following proposals was carried by a show of hands:

Chairman:	Roger Radcliffe	Proposed: Peter Thomas, seconded: John Wilson
Vice Chairman:	Clive Benney	Proposed: Clare Murton, seconded: Neil Roberts

Hon. Treasurer: David Teagle Proposed: Sue Amor, seconded: John Sawle

Hon. Secretary: Jackie Cotton Proposed: Mary Wilson, seconded: Roger Radcliffe

### **Election of Committee**

Each of the following proposals was carried by a show of hands:

C. Harris  
M. Wilson  
E. Thompson  
S. Roberts Re-elect en bloc Proposed: Tom Thompson, seconded: Terry Knight  
C. Murton  
M. Furness  
P. Thomas  
That Nicholas Roberts be elected to the committee. Proposed: Clive Benney, seconded: Roger Radcliffe

It was agreed that the grateful thanks of the AGM be recorded in recognition of the valuable work and commitment of both Philip Mitchell (committee member and Assistant Curator) and Laura Coggins, Hon. Secretary, both of whom were stepping down from their roles.

### **Election of Auditor**

The following proposal was carried by a show of hands:

It was proposed by Clare Murton, seconded by Steve Roberts,

“that Claire Morgan of Champion Accountancy be appointed as Auditor.”

### **Any Other Business**

There was no other business.

The meeting closed at 8.15pm.

Signed

Date

**YEAR TO 30TH. NOVEMBER 2021  
RECEIPTS**

Shop Sales	£7,338.80	
Postage received	£204.31	£7,543.11
Donations - Izettle	£327.84	
Donations	£2,821.63	£3,149.47
Donations toward Exhibits		£2,554.00
Membership 2021		£1,425.00
Membership 2022		£550.00
Gift Aid 19/20 20/21		£1,222.49
Events (Exp £50.75)		£520.29
Cornwall Council Covid Grant		£8,000.00
Advertising in Journal		£0.00
Miscellaneous Bequest		£1,000.00
Interest Received		£1.63
		<b>£25,965.99</b>

**EXPENSES**

Purchases		£3,616.21	
Cost of Postage on Sales		£197.58	
Insurance		£1,104.03	
Printing		£315.00	
Electricity		£2,135.57	
Repairs & Renewals (Covid)		£874.14	
Post & Admin		£538.57	
Exhib Purchases		£396.13	
Museum Documents		£0.00	
Display Cabinet		£3,894.00	
Events & Meetings		£0.00	
Telephone	£178.17		
WAVE Grant (Two year)	-£251.49	-£73.32	
Professional Fees Accy, ICO		£95.00	
Stationary		£0.00	
Rent & Rates		£21.34	
Water		£34.14	
Credit Card Charges		£578.13	
WAVE Project Expenses	£1,431.89		
Income	-£1,532.89	-£101.00	
Misc (AIM, MODES USER ASSN)		£149.60	£13,775.12
Excess of income over Expenditure		<b>£12,190.87</b>	

Bank Balance, 1st. December 2020	£5,267.71	
Deposit Bank Balance	£14,549.80	
Paypal A/c	£1,095.32	
Cash in Hand	£20.00	£20,932.83

Bank Balance, 30th. November 2021	£11,186.29	
O/s Deposits	£60.00	
O/s Payments	-£1,683.14	£9,563.15
Deposit Bank Balance		£22,551.43
Paypal Account		£989.12
Cash in Hand		£20.00
		<b>£33,123.70</b>

CHECK FIGURE **£12,190.87**

£0.00

<b>Purchasing Fund</b>	
Opening Balance from November 2020	£733.78
Donations	£400.00
Purchases	£396.13
Current Balance	<b>£737.65</b>

<b>Roof Fund</b>	
Opening Balance from November 2020	£0.00
Donations	£10,500.00
Purchases	£0.00
Current Balance	<b>£10,500.00</b>

**SHOP ACCOUNTS**

Sales	£7,338.80	
Opening Stock	£4,033.50	
Purchases	£3,616.21	
less Closing Stock	-£3,652.75	
Cost of Sales		£3,996.96
Profit from Shop	<b>£3,341.84</b>	45.54%

**YEAR TO 30TH. NOVEMBER 2020  
RECEIPTS**

Shop Sales	£2,808.54	
Postage received	£383.41	£3,191.95
Donations		£102.86
Donations toward Exhibits		£628.50
Membership 2020		£792.00
Membership 2021		£205.00
Gift Aid		£2,461.56
Events		£31.80
Cornwall Council Covid Grant		£10,000.00
Advertising in Journal		£520.00
Miscellaneous		£0.00
Interest Received		£8.98
		<b>£17,942.65</b>

**EXPENSES**

Purchases		£2,655.18	
Cost of Postage on Sales		£340.00	
Insurance		£1,104.03	
Printing		£1,190.00	
Electricity		£1,720.96	
Repairs		£1,035.55	
Post and Admin		£332.10	
Exhib Purchases		£219.77	
Display Cabinet		£0.00	
Events and Meetings		£20.00	
Telephone Including Internet charges		£205.86	
Professional Fees		£157.00	
0		£0.00	
Rent and Rates		£5.00	
Water		£58.21	
Credit Card Charges		£873.91	
WAVE Project Expenses	£9,010.82		
Income	-£8,867.65	£143.17	
Misc (AIM, MODES USER ASSN)		£107.60	£10,168.34
Excess of income over Expenditure		<b>£7,774.31</b>	

Sales	£2,808.54	
Opening Stock	£3,099.70	
Purchases	£2,655.18	
less Closing Stock	-£4,033.50	
Cost of Sales		£1,721.38
Profit from Shop	<b>£1,087.16</b>	38.71%



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

ST AGNES MUSEUM

On accounts for the year  
ended

30<sup>TH</sup> NOVEMBER 2021

Charity no  
(if any)

1095051

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30<sup>TH</sup> NOVEMBER 2021.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~<sup>\*</sup>) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

CL Morgan

Date:

4/02/22

Name:

CL MORGAN

Relevant professional  
qualification(s) or body

FMAAT