

**REGISTERED COMPANY NUMBER: 04959445 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1102638**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2021  
FOR  
BEXHILL MUSEUM LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE

**BEXHILL MUSEUM LIMITED**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MARCH 2021**

---

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 6
<b>Independent Examiner's Report</b>	7
<b>Statement of Financial Activities</b>	8
<b>Balance Sheet</b>	9 to 10
<b>Notes to the Financial Statements</b>	11 to 20

---

## **BEXHILL MUSEUM LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021**

---

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 31st March 2021. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The stated objectives of the charity are to provide a museum in order to promote, maintain, improve and advance the education of the public for their benefit, particularly by the presentation of exhibitions, lectures and other means of study relating to the display of local history, archaeology, history of costume, technology and engineering, the arts, ethnography, geology and social history.

##### **Public benefit**

The Trustees have confirmed that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit and in their opinion the foregoing report on the achievements and performance demonstrates that they have complied therewith.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

The onset of lockdown on March 19 2020 heralded an extremely difficult financial year for the Museum, during which most of its normal charitable activities were severely curtailed. Income from admissions, hires and shop & café dropped from £43,019 in 2019/20 to a quarter of that in 2020/21.

The popular schedule of coffee mornings, walks & talks that raised more than £5,450 for the Museum in 2019/20 had to be abandoned completely during the year. Though core funding from the Arts Council's Museums & Schools project continued to come in, income from school visits halted. New emergency funds had to be sought.

East Sussex County Council was the first to step up, replying to a request for £11,500 to cover projected loss of earned ticket sales to September 2020. Initially Rother was unable to help, citing rules that limited government emergency funds to businesses in properties with a rateable value of £51k or less - the museum's RV is twice that, but we are exempted from business rates. This latter detail also ruled us out from support as ordinary ratepayers.

A short but intensive letter-writing & lobbying campaign followed, supported by Hastings Museum and directed at the Department of Culture, Media & Sport, and the Museum was released from its Catch-22 plight by a change in government rules in September 2020. Rother was in turn able to start releasing emergency government support funds to us, which eventually totalled £33,035.43 in 2020/21. Rother also maintained its annual £8,500 grant funding even though the museum was closed to the public during most of the year.

The need for support was very real. Though the museum was allowed to open for a few summer months and for a time before Christmas 2020, the effect on our doorstep income was graphic - from £26,508 in 2019/20 down to just £5,244 in 2020/21. Building electrification, heating and dehumidification, security and collection care have to continue and be paid for, even in the absence of visitors.

A special thanks goes out to all the members who renewed their memberships in 2020/21, even though it was largely impossible to put their membership cards to use during that year. Thanks also to membership secretary Jenny Snape for supporting the digitalisation of the membership system.

The National Lottery and the Arts Council also moved quickly to open up funding to cultural organisations that needed assistance, especially those that wanted to use the closure time to improve and upgrade their facilities. On that basis we applied for and secured a grant for £21,500 towards completing the extensive IT and digital infrastructure of the museum and renovating the rooms in which the new technology sat, such as the 'Comms Room' behind the front desk, and the Museum's long-underused Library.

But most of the funds were spent on renovating the Education Room, relocating the screen, adding a new projector, microphones & sound system, repairing the blinds, redecorating in part, fitting a screen to cover the kitchen space, adding new kitchen units and a relocated dishwasher, and buying 40 new stackable chairs and six large foldable tables that could be stored on trolleys. We have also hung a digitally reconstructed copy of the 1950's era borough street map once posted outside Bexhill Station on the wall. This will make the room more practical for different uses and make the room more attractive to external hires.

Finally, as the last of the funds operating in the UK financed by the European Union closed down, one such fund, SECCADS, granted the Museum an extra £3,000 in November 2020 to add to our digital development fund. These funds also supported a major redesign of the Museum website, and a new digital 'home' for the Access Centre database & files.

Some charitable activities were possible. The museum opened for a few short summer months and briefly again before Christmas with better than expected results, though access through the building was carefully regulated by the Visitor Services team of volunteers led by Gordon Smith. Anne Stacey, Anne Lucarotti and the Education Team of volunteers reorganised the school loan box system, and adding new beautifully designed items to new boxes, to help schools unable to send their pupils to visit the museum. Intended in part as a crisis response, the quality and range of the loan boxes has been highly praised, and will remain on offer to schools after the current restrictions come to an end.

The crisis encouraged a close look at our financial performance. The new-look shop & café maintained its performance during the few months that the museum was open under the direction of Beryl Feakins, Terri Peirce & Chris Waterfield. Given a target of earning an average of between one and two pounds per visitor - the Association of Independent Museum's recommended figure - the volunteers stocking and staffing the shop scored an impressive average of £1.73. More troublingly it became clear that the museum was using and paying for far too much gas for its heating needs - an estimated 27% more than would be expected of a building of similar size, use, design & age. Historic problems with the 2009 heating system as managed by Rother DC appear to be the issue, which will be taken up in 2021/22.

General maintenance of the building continued, with action taken to put right several issues raised by an independent fire risk analysis in February 2020. At time of report all but two issues had been resolved - repairing smoke seals on pipes and doors, and a question regarding the fire & heat resistant qualities of the glass curtain wall in the main entrance. These too will be attended to by contractors appointed by Rother in 2021-22. Rother contractors also resolved a long-standing problem with the front doors, installing detectors to prevent the automatic doors closing on people standing on the threshold, and fitting crash bars to the downstairs emergency exit. The museum itself will also take on a programme of improvements to the building's accessibility for disabled visitors in 2021/22.

The Museum began taking steps to find a solution for the lasting structural problems in the lower ground floor stores ('The Bays'). An environmental survey in 2019 had found the space to be susceptible to extreme fluctuations in relative humidity and temperature levels, which put the artefacts in store there at possible risk. The loose-fitting park side wooden doors were draughty and insecure, and years of sea wind and spray building up against broken skylight windows left boarded up with plywood in 2009 had resulted in serious damage to the south side walls and ceiling, putting the stability of the library floor above in doubt. The Museum itself sits in a Level Three flood risk area, the highest level described by the government's Environment Agency, and though the nature of the flood risk has changed significantly, the ongoing increases in climate change induced extreme weather events continue to pose a threat. Building resilience against, and mitigating the effects of climate change will require substantial investment and time in 2021-22.

Finally, the Trustees concluded the process of reviewing its charitable statutes, assisted by a specialist lawyer, Helen Harvie, and building on the recommendations of external expert Sam Hunt. The result was a new draft articles & memorandum of association, designed mainly to take account of changes in Charity Law since the originals were drafted in 2003 and last amended in 2012. The new draft was unanimously approved by the Board of Trustees in April 2021, along with a proposal to make a minor name change to its legal identity - from 'Bexhill Museum Limited' to plain 'Bexhill Museum', which was thought to better reflect the Museum's identity as a not-for-profit charitable body. At time of writing both sets of changes were to be presented to the 2021 AGM on October 6 for approval by the membership.

During the year Chair Natalie Tilbury led on an ongoing conversation between stakeholders and external experts regarding the new Trustees Action Plan. The Plan, adopted by the Trustees in April 2021, will provide a framework and strategic guidance for the redrafting of the 2020-25 Bexhill Museum Business Plan for 2021-2026. The Trustees will refer to both documents when measuring and assessing progress in the adoption of the objectives of the Business Plan and request changes, where thought appropriate.

Our much-valued District Curator, Julian Porter, has contributed another year of dedication, knowledge and never-ending enthusiasm, and will, we are sure, be certain to continue to do so as a full and active contributor to the Management Team's week-by-week operations.

Finally, we acknowledge the informed and generous contributions of chair Natalie Tilbury and vice-Chair Anne Stacey; their fellow trustees; Stella Hales-Morris and Gordon Smith in their roles as Management Team members; and business support officer & Secretary of the Board of Trustees, Rohan Jayasekera.

## **FINANCIAL REVIEW**

### **Financial position**

#### **Income**

As outlined above, there was an intense focus on emergency funding to fill the gaps in income caused by the COVID crisis enforced closures. In this the Museum was happily successful. Total incomes from private and institutional donations and legacies were more than doubled during the year, from £53,967 in 2020 to £112,492 in 2021, 79.4% of which came in as unrestricted core funding. Cash at bank and in hand at year end 2021 came to £71,913, an increase of £11,378 on 2020's total.

The most significant private contribution to this achievement and the Museum's stability came in the form of a single anonymous donation of £12,000 to the Museum reserves at the start of 2020/21 in response to the imposed closure of the Museum on March 19. We also have to thank and remember two member-volunteers who left generous legacy gifts to the museum in their wills, the much-missed David Hughes and Betty Butler.

#### **Expenditure**

The programme of significant infrastructural capital investment begun during 2019/20 continued during 2020/21 despite closure. As outlined above this included a great deal of internal redecoration and re-equipping of the Education Room, Library & Comms Room, including a new server with expanded memory capacity to accommodate the Museum's large digitised archives, new audio-visual equipment, and new laptops for the volunteers' use, at an overall cost of more than £14,000. At the same time investments in collection care, conservation & documentation were nearly doubled. Additionally, the Museum invested in substantial survey work to assess the structural condition of the lower ground floor stores, work that will continue into 2021/22 as repair & renovation plans take shape.

#### **Reserves policy**

In March 2020 the General Unrestricted Fund, which represents the reserves available for the day-to-day operation of the museum had fallen by £17,283 on the preceding year's total to an end of year total of £22,239. This was largely the result of drawing down reserves to cover expenditure on the first year of a programme of investment in new equipment.

Yet despite the completion of the equipment investment programme, by March 2021 the General Unrestricted Fund had been restored, and then nearly doubled, to £45,496. This left the Museum in a good place to handle the unknowns of the post-COVID months to come and the expected ancillary costs of beginning renovation work on the lower ground floor stores. Overall funds carried forward into the next financial year beginning April 2021 totalled £222,057, an increase of £14,948 on the preceding year.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Company's governing documents are its Memorandum and Articles of Association dated 9 October 2003 and amended by written resolution dated 10 February 2004 and special resolutions dated 3 October 2012. Copies of these documents are available by request. The company is limited by guarantee.

### **Recruitment and appointment of new trustees**

The power of appointing new or additional Trustees is vested in the Trustees. Prior to appointment, new Trustees would be introduced to the workings of the charity, given a role description and advised of their responsibilities.

### **Organisational structure**

The Management Team is appointed by the Trustees and meet weekly to review activities and manage the museum on a day-to-day basis. The group is made up of the volunteer coordinator, Gordon Smith, the Business Support Officer, Rohan Jayasekera, a representative of the Collections Care team, Stella Hales-Morris, and the Curator Julian Porter.

There is currently only one formal staff employee of the Museum, housekeeper Toni Neville, employed part-time for housekeeping duties. Rother District Curator Julian Porter MA is seconded by Rother District Council as Curator to Bexhill Museum. Rohan Jayasekera MSc MA is contracted by the Museum month-by-month on a part-time freelance basis as Business Support Officer.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The Trustees have reviewed and identified the risks to which the charity is exposed and have ensured that appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees have updated the existing Child Protection Policy to take account of changes in practice regarding the Safeguarding of vulnerable adults.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

04959445 (England and Wales)

**Registered Charity number**

1102638

**Registered office**

Bexhill Museum  
Egerton Road  
Bexhill-on-Sea  
East Sussex  
TN39 3HL

**Trustees**

Dr A G Stacey  
J E S Crone (resigned 9/12/2020)  
Mrs G D Bradley  
L Fusco  
P A Goodberry  
S A Hemmings  
G R Smith  
N R Tilbury

**Patron**

Eddie Izzard

**Honorary President**

Mr D J Betts

Neither the Patron nor Honorary President is an officer of the charity.

**Company Secretary**

R A Jayasekera

**Independent Examiner**

Carol E. Barfoot  
Chartered Accountant  
Gibbons Mannington & Phipps LLP  
Chartered Accountants  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE

**Accountants**

Gibbons Mannington & Phipps LLP  
20 Eversley Road, Bexhill-on-Sea, East Sussex, TN40 1HE.

**Bankers**

Barclays Bank plc, Devonshire Road, Bexhill-on-Sea, East Sussex, TN40 1AG.

CCLA Investment Management Ltd, COIF Charity Funds, 85 Queen Victoria Street, London, EC4V 4ET.

**BEXHILL MUSEUM LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31ST MARCH 2021**

---

Approved by order of the board of trustees on 11th August 2021 and signed on its behalf by:

N R Tilbury - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BEXHILL MUSEUM LIMITED**

---

**Independent examiner's report to the trustees of Bexhill Museum Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

**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.



Carol E. Barfoot  
Chartered Accountant  
Gibbons Mannington & Phipps LLP  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE

8th September 2021

**BEXHILL MUSEUM LIMITED**
**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	<b>2021 Total funds £</b>	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<b>88,601</b>	<b>23,891</b>	<b>112,492</b>	53,967
<b>Charitable activities</b>					
Admission fees		<b>5,244</b>	-	<b>5,244</b>	26,508
Education room and training		<b>50</b>	-	<b>50</b>	2,510
Royalties from publications		<b>114</b>	-	<b>114</b>	-
Other activities		-	-	-	59
Other trading activities	3	<b>5,781</b>	-	<b>5,781</b>	13,653
Investment income	4	<b>28</b>	-	<b>28</b>	289
<b>Total</b>		<b>99,818</b>	<b>23,891</b>	<b>123,709</b>	96,986
<b>EXPENDITURE ON</b>					
Raising funds	5	<b>3,116</b>	-	<b>3,116</b>	6,117
<b>Charitable activities</b>	6				
Projects		<b>6,094</b>	<b>5,513</b>	<b>11,607</b>	19,289
Museum expenditure		<b>64,423</b>	<b>17,099</b>	<b>81,522</b>	72,493
Finance and administration services		<b>12,516</b>	-	<b>12,516</b>	14,052
<b>Total</b>		<b>86,149</b>	<b>22,612</b>	<b>108,761</b>	111,951
<b>NET INCOME/(EXPENDITURE)</b>		<b>13,669</b>	<b>1,279</b>	<b>14,948</b>	(14,965)
<b>Transfers between funds</b>	19	<b>9,495</b>	<b>(9,495)</b>	-	-
<b>Net movement in funds</b>		<b>23,164</b>	<b>(8,216)</b>	<b>14,948</b>	(14,965)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>142,672</b>	<b>64,437</b>	<b>207,109</b>	222,074
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>165,836</b>	<b>56,221</b>	<b>222,057</b>	207,109

The notes form part of these financial statements

**BEXHILL MUSEUM LIMITED****BALANCE SHEET  
31ST MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	<b>2021 Total funds £</b>	<i>2020 Total funds £</i>
<b>FIXED ASSETS</b>					
Tangible assets	13	<b>102,500</b>	-	<b>102,500</b>	95,928
Heritage assets	14	-	<b>39,959</b>	<b>39,959</b>	39,068
Investments	15	<b>2</b>	-	<b>2</b>	2
		<b>102,502</b>	<b>39,959</b>	<b>142,461</b>	134,998
<b>CURRENT ASSETS</b>					
Stocks	16	<b>6,540</b>	-	<b>6,540</b>	5,256
Debtors	17	<b>3,185</b>	-	<b>3,185</b>	9,373
Cash at bank and in hand		<b>55,652</b>	<b>16,261</b>	<b>71,913</b>	60,535
		<b>65,377</b>	<b>16,261</b>	<b>81,638</b>	75,164
<b>CREDITORS</b>					
Amounts falling due within one year	18	<b>(2,042)</b>	-	<b>(2,042)</b>	(3,053)
<b>NET CURRENT ASSETS</b>		<b>63,335</b>	<b>16,261</b>	<b>79,596</b>	72,111
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>165,837</b>	<b>56,220</b>	<b>222,057</b>	207,109
<b>NET ASSETS</b>		<b>165,837</b>	<b>56,220</b>	<b>222,057</b>	207,109
<b>FUNDS</b>	19				
Unrestricted funds				<b>165,837</b>	142,672
Restricted funds				<b>56,220</b>	64,437
<b>TOTAL FUNDS</b>				<b>222,057</b>	207,109

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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.

**BEXHILL MUSEUM LIMITED**

**BALANCE SHEET - continued**  
**31ST MARCH 2021**

---

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 11th August 2021 and were signed on its behalf by:

N R Tilbury - Trustee

**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, with the exception of investments which are included at market value.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions 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 in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to 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.

Display cases and shelving	- 5% on cost
Fixtures and fittings	- 5% on cost
Interactive displays	- 20% on cost
Computer equipment	- 33% on cost

**Heritage assets**

Acquisitions for the collection since 1st April 2010, whether donated or purchased, are capitalised and recognised in the balance sheet at the cost or value of the acquisition, where such cost or valuation is reasonably obtainable and reliable. Items donated or bequeathed to the Museum's collection are valued by internal valuers if an external valuation for the items is not available. Such items are not depreciated or revalued.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

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

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. DONATIONS AND LEGACIES**

	<b>2021</b>	2020
	<b>£</b>	£
Donations	<b>12,772</b>	14,114
Tax recoverable on gift aid	<b>3,107</b>	2,794
Legacy	<b>6,194</b>	-
Grants	<b>86,866</b>	29,599
Subscriptions	<b>2,662</b>	6,509
Donations to museum collection	<b>891</b>	951
	<b>112,492</b>	53,967

Grants received, included in the above, are as follows:

	<b>2021</b>	2020
	<b>£</b>	£
Rother District Council - Service level agreement	<b>8,500</b>	8,500
Rother District Council - Covid-19 Business Support	<b>33,035</b>	-
Arts Council: Hastings and Bexhill Museums and Schools Project (via Hastings Council)	<b>5,198</b>	3,599
Arts Council: Insight to Culture 2019-21	-	13,500
SE Museums Development Programme: Level-Up Fund (via Brighton and Hove City Council)	-	4,000
East Sussex County Council: Covid-19 Emergency Grant	<b>11,500</b>	-
Arts Council Emergency Response Fund: Lockdown Transition	<b>21,500</b>	-
SE Museums Development Programme: Ready to Reopen(via Brighton and Hove City Council)	<b>1,500</b>	-
South East Creative, Cultural and Digital Sector	<b>2,956</b>	-
HMRC CJRS	<b>2,677</b>	-
	<b>86,866</b>	29,599

**3. OTHER TRADING ACTIVITIES**

	<b>2021</b>	2020
	<b>£</b>	£
Shop and cafe income	<b>5,640</b>	8,202
Fund raising income	<b>141</b>	4,694
Walks and talks	-	757
	<b>5,781</b>	13,653

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**
**4. INVESTMENT INCOME**

	<b>2021</b>	2020
	<b>£</b>	£
Interest on cash investments	<b>28</b>	289

**5. RAISING FUNDS****Other trading activities**

	<b>2021</b>	2020
	<b>£</b>	£
Opening stock	<b>5,256</b>	1,238
Purchases	<b>4,377</b>	7,589
Closing stock	<b>(6,540)</b>	(5,256)
Fund raising, publicity and other costs	<b>23</b>	2,546
	<b>3,116</b>	6,117

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Projects	<b>11,607</b>	-	<b>11,607</b>
Museum expenditure	<b>76,572</b>	<b>4,950</b>	<b>81,522</b>
Finance and administration services	-	<b>12,516</b>	<b>12,516</b>
	<b>88,179</b>	<b>17,466</b>	<b>105,645</b>

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	<b>2021</b>	2020
	<b>£</b>	£
Conservation	<b>6,172</b>	3,270
Collections, exhibitions and special projects	<b>5,344</b>	12,719
Computer & IT costs	<b>14,340</b>	-
Education & lecture costs	<b>921</b>	2,549
Subscriptions	<b>125</b>	-
Repairs and renewals	<b>2,402</b>	2,653
Advertising & promotion (inc newsletter and website)	<b>1,392</b>	8,986
General rates, water rates, gas, electricity & telephone	<b>9,531</b>	14,666
Cleaner's salary and cleaning consumables	<b>6,878</b>	6,533
Insurance	<b>2,274</b>	2,155
Printing, postage and stationery	<b>1,572</b>	1,204
Volunteer expenses	<b>398</b>	519
Payroll processing fees	<b>804</b>	594
Security and fire protection	<b>2,574</b>	10,535
Sundry expenses	<b>52</b>	520
Travel	<b>153</b>	539
Training	<b>1,262</b>	1,089
Professional fees	<b>11,720</b>	-
Displays, signage etc	<b>4,215</b>	7,897
Bank charges	<b>319</b>	699
Credit card charges	<b>302</b>	729
Depreciation	<b>15,429</b>	11,466
	<b>88,179</b>	89,322

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**8. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
Museum expenditure	-	<b>4,950</b>	<b>4,950</b>
Finance and administration services	<b>12,516</b>	-	<b>12,516</b>
	<b>12,516</b>	<b>4,950</b>	<b>17,466</b>

Support costs, included in the above, are as follows:

**Management**

	<b>2021</b> Finance and administration services £	<i>2020</i> Total activities £
Sub contract administrative services	<b>12,516</b>	<b>14,052</b>

**Governance costs**

	<b>2021</b> Museum expenditure £	<i>2020</i> Total activities £
Accountancy fees	<b>1,644</b>	<b>2,076</b>
Independent examiner's fees	<b>396</b>	<b>384</b>
Legal fees	<b>2,910</b>	-
	<b>4,950</b>	<b>2,460</b>

**9. NET INCOME/(EXPENDITURE)**

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

	<b>2021</b> £	<i>2020</i> £
Depreciation - owned assets	<b>15,428</b>	<b>11,466</b>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.



**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**
**11. STAFF COSTS**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<i>£</i>
Wages and salaries	<b>5,460</b>	<i>5,460</i>
Social security costs	<b>0</b>	<i>0</i>
Pensions	<b>0</b>	<i>0</i>
	<b>5,460</b>	<i>5,460</i>

The average monthly number of employees during the year was as follows:

	<b>2021</b>	<i>2020</i>
	<b>1</b>	<i>1</i>
Cleaner	<b>1</b>	<i>1</i>

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	25,961	28,006	53,967
<b>Charitable activities</b>			
Admission fees	26,508	-	26,508
Education room and training	2,510	-	2,510
Other activities	59	-	59
Other trading activities	13,653	-	13,653
Investment income	289	-	289
<b>Total</b>	68,980	28,006	96,986
<b>EXPENDITURE ON</b>			
Raising funds	6,117	-	6,117
<b>Charitable activities</b>			
Projects	5,067	14,222	19,289
Museum expenditure	72,493	-	72,493
Finance and administration services	14,052	-	14,052
<b>Total</b>	97,729	14,222	111,951
<b>NET INCOME/(EXPENDITURE)</b>	(28,749)	13,784	(14,965)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	171,421	50,653	222,074
<b>TOTAL FUNDS CARRIED FORWARD</b>	142,672	64,437	207,109

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**13. TANGIBLE FIXED ASSETS**

	Display cases and shelving £	Fixtures and fittings £	Interactive displays £	Computer equipment £	Totals £
<b>COST</b>					
At 1st April 2020	<b>137,461</b>	<b>84,917</b>	<b>67,717</b>	<b>33,973</b>	<b>324,068</b>
Additions	<b>-</b>	<b>12,037</b>	<b>-</b>	<b>9,963</b>	<b>22,000</b>
At 31st March 2021	<b>137,461</b>	<b>96,954</b>	<b>67,717</b>	<b>43,936</b>	<b>346,068</b>
<b>DEPRECIATION</b>					
At 1st April 2020	<b>79,233</b>	<b>47,567</b>	<b>67,717</b>	<b>33,623</b>	<b>228,140</b>
Charge for year	<b>6,872</b>	<b>4,883</b>	<b>-</b>	<b>3,673</b>	<b>15,428</b>
At 31st March 2021	<b>86,105</b>	<b>52,450</b>	<b>67,717</b>	<b>37,296</b>	<b>243,568</b>
<b>NET BOOK VALUE</b>					
At 31st March 2021	<b>51,356</b>	<b>44,504</b>	<b>-</b>	<b>6,640</b>	<b>102,500</b>
At 31st March 2020	<b>58,228</b>	<b>37,350</b>	<b>-</b>	<b>350</b>	<b>95,928</b>

**14. HERITAGE ASSETS**

	Total £
<b>MARKET VALUE</b>	
At 1st April 2020	<b>39,068</b>
Additions - donated	<b>891</b>
At 31st March 2021	<b>39,959</b>
<b>NET BOOK VALUE</b>	
At 31st March 2021	<b>39,959</b>
At 31st March 2020	<b>39,068</b>

As set out in note 1, the balance shown here only reflects the acquisitions for the collection since 1 April 2010.

**15. FIXED ASSET INVESTMENTS**

	Shares in group undertakin £
<b>MARKET VALUE</b>	
At 1st April 2020 and 31st March 2021	<b>2</b>
<b>NET BOOK VALUE</b>	
At 31st March 2021	<b>2</b>
At 31st March 2020	<b>2</b>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

**BEXHILL MUSEUM LIMITED****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MARCH 2021****15. FIXED ASSET INVESTMENTS - continued****Bexhill Museum Trading Limited**

Registered office: Bexhill Museum, Egerton Road, Bexhill-on-Sea, East Sussex, TN39 3HL

Nature of business: Museum retail trading

Class of share:	%
Ordinary	holding <b>100</b>

	<b>31/3/21</b>	<i>31/3/20</i>
	<b>£</b>	<i>£</i>
Aggregate capital and reserves	<b>2</b>	<i>41</i>
Loss for the year	<b>(39)</b>	<i>(495)</i>

The Society owns 100% of the issued share capital of Bexhill Museums Trading Limited. Its capital consists of 2 £1 shares both of which have been issued at par.

Bexhill Museum Trading Limited ceased trading on 31 March 2019.

**16. STOCKS**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<i>£</i>
Stocks	<b>6,540</b>	<i>5,256</i>

**17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<i>£</i>
Grant receivable	-	<i>3,607</i>
Other debtors	<b>3,185</b>	<i>5,766</i>
	<b>3,185</b>	<i>9,373</i>

**18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<i>£</i>
Amounts owed to group undertakings	<b>2</b>	<i>-</i>
Other creditors	<b>2,040</b>	<i>3,053</i>
	<b>2,042</b>	<i>3,053</i>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**19. MOVEMENT IN FUNDS**

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
<b>Unrestricted funds</b>				
General fund	22,239	35,763	(12,506)	45,496
Tangible fixed assets designated fund	95,928	(15,429)	22,001	102,500
Elva repairs designated fund	500	-	-	500
Bexhills lost world development project designated fund	24,005	(6,664)	-	17,341
	<u>142,672</u>	<u>13,670</u>	<u>9,495</u>	<u>165,837</u>
<b>Restricted funds</b>				
Collection acquisitions fund	39,068	891	-	39,959
Local research	281	-	-	281
Museum in a box	168	-	-	168
Izzard family train set	9,467	(5,436)	(628)	3,403
Piano	654	-	-	654
Level-Up	2,740	(2,740)	-	-
InSight to Culture	12,059	(304)	-	11,755
Lockdown Transistion	-	8,867	(8,867)	-
	<u>64,437</u>	<u>1,278</u>	<u>(9,495)</u>	<u>56,220</u>
<b>TOTAL FUNDS</b>	<u>207,109</u>	<u>14,948</u>	<u>-</u>	<u>222,057</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	99,818	(64,055)	35,763
Tangible fixed assets designated fund	-	(15,429)	(15,429)
Bexhills lost world development project designated fund	-	(6,664)	(6,664)
	<u>99,818</u>	<u>(86,148)</u>	<u>13,670</u>
<b>Restricted funds</b>			
Collection acquisitions fund	891	-	891
Izzard family train set	-	(5,436)	(5,436)
Level-Up	-	(2,740)	(2,740)
InSight to Culture	-	(304)	(304)
Lockdown Transistion	23,000	(14,133)	8,867
	<u>23,891</u>	<u>(22,613)</u>	<u>1,278</u>
<b>TOTAL FUNDS</b>	<u>123,709</u>	<u>(108,761)</u>	<u>14,948</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2021**

**19. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
<b>Unrestricted funds</b>			
General fund	39,522	(17,283)	22,239
Tangible fixed assets designated fund	107,394	(11,466)	95,928
Elva repairs designated fund	500	-	500
Bexhills lost world development project designated fund	24,005	-	24,005
	171,421	(28,749)	142,672
<b>Restricted funds</b>			
Collection acquisitions fund	38,117	951	39,068
Local research	281	-	281
Conservation	1,580	(1,580)	-
Museum in a box	168	-	168
Izzard family train set	6,553	2,914	9,467
Piano	654	-	654
Museum and schools	3,300	(3,300)	-
Level-Up	-	2,740	2,740
InSight to Culture	-	12,059	12,059
	50,653	13,784	64,437
<b>TOTAL FUNDS</b>	222,074	(14,965)	207,109

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	68,980	(86,263)	(17,283)
Tangible fixed assets designated fund	-	(11,466)	(11,466)
	68,980	(97,729)	(28,749)
<b>Restricted funds</b>			
Collection acquisitions fund	951	-	951
Conservation	-	(1,580)	(1,580)
Izzard family train set	9,555	(6,641)	2,914
Museum and schools	-	(3,300)	(3,300)
Level-Up	4,000	(1,260)	2,740
InSight to Culture	13,500	(1,441)	12,059
	28,006	(14,222)	13,784
<b>TOTAL FUNDS</b>	96,986	(111,951)	(14,965)

**Designated funds**

The tangible fixed assets fund represents the value of the fixed assets held by the charity.

The Elva repairs fund is money designated for repairs to the Elva car.

**19. MOVEMENT IN FUNDS - continued**

Bexhill's lost world development project fund is monies designated from the receipt of a legacy in 2016 towards an extension to the museum.

**Restricted funds**

The Collection acquisitions restricted fund represents the estimated cost of items donated to the museum and the actual cost of items purchased by the museum, since 2010. During the year over 100 items were donated to the museum.

The Local research fund represents donations towards local research costs.

The Conservation fund represents donations towards the conservation of exhibits.

The Museum in a box fund is the balance of funds received for the museum in a box project.

The Izzard family train set fund is monies received towards the upkeep, improvement and changes to the layout of the model train set display.

The Museum & Schools fund is the balance of a grant from The Arts Council for that project.

The piano fund is made up of donations for the ongoing costs of maintaining the piano.

The InSight to Culture fund is a grant from the Arts Council for that project.

The Level-up fund is a development grant received via Brighton and Hove City Council towards a Road Map for Successful Forward Planning project.

The Lockdown Transition fund is emergency grants from the Arts Council and SE Museums Development Programme to assist for the purpose of assisting the Museum to re-open post Covid-19 lockdown.

**Transfers between funds**

Assets were purchased using restricted funds so transfers were made from the relevant restricted fund to the Tangible fixed assets designated fund as the assets themselves have no restrictions. In addition assets have been purchased using unrestricted funds so a transfer was made from the General fund to the Tangible fixed assets designated fund for the cost of these assets.

**20. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2021.

**21. LIMITED LIABILITY OF MEMBERS**

The liability of the members is limited.

Every member of the charity undertakes to contribute to the assets of the charity in the event of the same being wound up while he/she is still a member or within one year after he/she ceases to be a member and of the costs, charges and expenses of winding up and for the adjustment of rights of the contributories amongst themselves such amount as may be required, not exceeding £1.