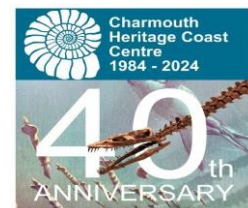




CHARMOUTH HERITAGE COAST CENTRE & Fine Foundation Education Centre

Registered Charity Number: 1105386
Company Registration Number 5149333 (England and Wales)

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2024



Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price,
Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: (January 2024)

Richard Bovill		appointed: 25.01.2024
Barry Coleman	Treasurer	reappointed: 09.05.2023
Jan Coleman	Chair	reappointed: 09.05.2023
Laura Cornish		reappointed: 09.05.2023
Jonathan Field		appointed: 12.05.2022
Jane Gregory		appointed: 12.05.2022
Paul Harvey		appointed: 09.01.2023
Andrew Littler		appointed: 09.01.2023
Penny Rose		appointed: 12.05.2022
Roger Sansom		appointed: 12.05.2022
Debby Snook		reappointed: 09.05.2023
Eden Thomson	Secretary	reappointed: 09.05.2023
Penny Whailing		appointed: 25.01.2024

Charity Number: 1105386

Company Number: 5149333

Principal Address: Lower Sea Lane
Charmouth
Dorset
DT6 6LR, UK

Registered Office: Lower Sea Lane
Charmouth
Dorset, DT6 6LR, UK

Independent Examiner: Robert Hughes (ACMA)
Thurlestone, Westcliff Road,
Charmouth, Dorset, DT6 6BG, UK

The accounts have been prepared in accordance with the accounting policies set out in Note 1 of the accounts and comply with the Charity's Governing Document, the Companies Act 2006 and the Statement of Recommended Practice (Accounting and Reporting by Charities), issued in March 2005.

Structure, governance and management

The Charity is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 27th April 2014. It is a Registered Charity with the Charity Commission. Anyone over the age of 18 can become a member of the company. Each member agrees to contribute a sum not exceeding £10 in the event of the charity winding up.

The names of the Trustees, who are also the directors for the purpose of company law, and who served during the year are given at the head of this report.

None of the Trustees has any beneficial interest in the company.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price,
Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

New Trustees are informed of their duties and know Employees of the Centre and other Trustees.

The Board of Trustees, which shall not be less than three, administers the Charity, according to the Constitution

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to foreseeable risks.

In order to fulfil their duties more effectively each Trustee (as of 31st December 2024) provides authority in an area of expertise as indicated below:

Trustee Name	Area of Expertise
Richard Bovill	Health and Safety/ Working Party
Barry Coleman	Treasurer , leader of 'Working Party', Friends' Committee member
Jan Coleman	Chair , Friends' Committee member
Jonathan Field	IT specialist
Jane Gregory	Fund raising, Education
Paul Harvey	Vice Chair IT Consultant
Andy Littler	Geologist
Jay Owens	Head of Charmouth Primary School
Penny Rose	Chair of Friends
Roger Sansom	Community/IT
Debby Snook	Member of Friends, publicity
Eden Thomson	Secretary , Marine
Penny Whailing	Geologist/Secretary Friends

In addition, the Trustees are joined by 'Visitors' who represent activities/ organisations associated with the CHCC.

The Trustees meet on three occasions each year (January, May and October, or thereabouts) with an Annual General Meeting held prior to the meeting taking place in the middle of the year. In addition to the formal meetings, the Executive Committee comprising the Chair, Vice-Chair, Treasurer, Secretary meet regularly. In addition, the Chair, Vice-Chair and Secretary have informal, and relaxed Team Meetings, with the Managers and Finance Officer to discuss matters of current, future or on-going interest and concern.

1. Objectives and activities

- To advance the education of the public in geology, palaeontology, geomorphology and natural history of the coast and adjacent areas at Charmouth, and to maintain a centre at Charmouth for education and information, in order to encourage understanding and management of the coast and adjacent areas.

The Trustees have paid due regard to guidance by the Charity Commission in deciding what activities the Charity should undertake.

2) The Constitution for the Charmouth Heritage Coast Centre was revised and approved as of 13.05.21 and is given in **Appendix 1**. In 2024 no changes were made to the Constitution, following the major changes in 2021. The changes made then are working well and are a welcome improvement to Trustee procedure.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

3) Archive

- Records are archived electronically and in paper (where appropriate) at The Charmouth Heritage Coast Centre, Lower Sea Lane, Charmouth, Dorset, DT6 6LR, UK

4) Staff employed to manage and run the Charmouth Heritage Coast Centre

- Manager: Phil Davidson (from May 1st 2009)
- Manager: Alison Ferris (from April 1st 2015)
- Manager: Anna Woolcott (from 1st November 2018)
- Manager: Grant Field (from November 2023)
- Charlotte Cragg: Finance Officer (from 2013)

5) Review of the year - 2024

5.1 Overview. 2024 proved to be a very rewarding year with numbers of visitors continuing to increase back to pre-pandemic numbers, reaching 115,073 including members of the public, schools and outreach. The charity is now on a sound financial basis, achieved with the hard work by the Managers, Volunteers and Trustees. Visitors continue to be encouraged, at busy times, to move through the centre using the one-way system. This provides them with the best experience, ensuring displays and information are not missed. This leads to visitors exiting through the shop, profit from which has become the largest income stream, after the public walks.

5.2 Employment of four full-time Managers, although increasing costs, has allowed for the maximisation of income streams allowing for a small profit of £7,618 at the end of 2024. Finances remain at record levels, despite the wider economy, with a turnover for 2024 of £261,070. A small revenue grant of £5,000 from Dorset Council was received for 2024. This was supplemented over 2023/24 by a grant of £8,361 from Royal Society for Chemistry was obtained for specific outreach work. Popularity of public walks and other events, donations and Gift Aid are indicators of public satisfaction of the experience they receive when engaging with the CHCC. Managers and Volunteers are to be congratulated in creating this positivity.

Beach status. In April there was another large landslide on Stonebarrow, next to the fall that happened in April the year before. This landslide produced lots of pyrite ammonites and during the summer months, when area was safe and stable, we took our fossil walks to this area. Our usual area on West Beach for fossil hunting was productive for the first half of the year, but a large fall in May made part of this section dangerous. Unusually, areas of the foreshore on West Beach were stripped of shingle exposing the soft shale bedrock underneath. This made the area very slippery later on in the year and we deemed it unsafe to take large groups to this area. Several ichthyosaurs were revealed by the scouring seas and a complete *Hybodus* shark.

2024 CHCC employed 4 full time managers.

Phil Davidson, Manager for Geology and Palaeontology, and to exercise general oversight of the day-to-day management of the Centre.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

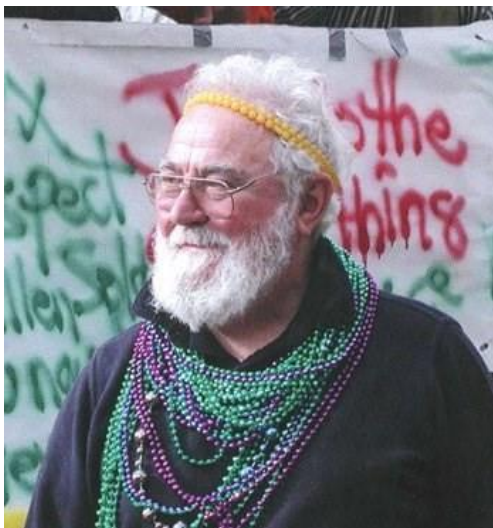
Alison Ferris, Manager for Marine and Environmental interpretation, management of the shop, Friends, and some administrative tasks.

Anna Holbrook, Manager for Outreach and Education.

Grant Field, Manager for Media and Engagement with additional responsibilities supporting Education Outreach and Palaeontology.

Charlotte Cragg continues as part time Finance Officer. A part time cleaner works for 1.5 hrs three mornings each week

The Heritage Coast Centre has a number of Patrons who bring expertise and distinction to the charity. These follow in the footsteps of a number of distinguished predecessors Prof. Muriel Aber (Jurassic Geologist), and John Fowles (author). Currently the Patrons are Sybil King (Fine Foundation), Dr. Paul Davis (palaeontologist), Prof. Mike Benton, (palaeontologist from Bristol University), Dr. Dave Martill (palaeontologist from Portsmouth University), Prof. Greg Price (geologist from Plymouth University), Prof. Iain Stewart, (Geoscientist and media celebrity from Plymouth University) and Prof. Danielle Schreve (Quaternary Science from Bristol University). Pro. Jim Rose, (Emeritus professor Geography at the university of London) has recently accepted the invitation to become a Patron, replacing Patron Prof. Denys Brunsden OBE (geomorphologist and a founder of the Jurassic World Heritage Site), who sadly died early in 2024.



A special event was held at the CHCC, in July 2024 to remember the work of Denys Brunsden who was a founding father of the accreditation of the Jurassic Coast as a World Heritage Site. Elizabeth Brunsden, several Patrons and other guests enjoyed some refreshments and reminiscing on the pivotal part that Prof. Denys Brunsden had played in the development of the CHCC as it is now.

Attenborough's Sea Dragon was retained for most of 2024, following its arrival as an exhibit in 2018. This exhibit was joined by 'Raffles' the plesiosaur, also on loan to us by Chris Moore, a local collector. Found in 2007, it had taken a team of experts 16

years of painstaking and intricate preparation to be able to finally mount and display this unique three-dimensional specimen of the plesiosaur. This specimen is 70% complete. The missing bones have been cast and modelled from the other existing bones of the skeleton. Named after Raffle, Tracey's dog, who sat on the first exposed bone which led her to the discovery. The plesiosaur was preserved within the famous ammonite pavement of Monmouth beach, Lyme Regis. The site was monitored over the next year. Natural erosion revealed more articulated vertebrae. Tracey and her partner Chris Moore then got permission from Natural England to extract this very rare skeleton.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.



'Attenborough's Sea Dragon'
and 'Raffles' displayed together.
Both on loan from Chris Moore.

The exhibits of both 'Attenborough's Sea Dragon' and 'Raffles' have now been returned to Chris Moore and new displays, also of fossils on loan from Chris Moore and other collectors, are being developed. All involved with CHCC are exceedingly grateful to collectors for their continued loan of exquisite fossils to enable the refreshing of displays, maintaining public interest.

Future of the premises

In December 2021 the Future of the Premises Working Party held its first meeting, and continued to meet on a regular basis during 2022. In 2023 this group has met less frequently. The trigger for the inception of the working party was "We know that at some indeterminate time our premises will be damaged. The damage may be short term and fixable or catastrophic resulting in our premises and possibly the whole building becoming permanently unusable". The valuable work done by this group has had major significance as we became part of the 'community engagement' in spending the promised Coastal Transitional Accelerator Programme funding for Charmouth. CHCC members were able to take the lead in bringing local community groups together for discussion. This CTAP public engagement concluded in 2024 with all suggested developments included in the submitted Business Plan to the relevant authorities. The Plan was approved and funds allocated. 2025 will see further community engagement.

If an emergency evacuation of our premises is needed, Charmouth Primary School has agreed to house the staff and fossil exhibits on a temporary basis. Over 2024 this procedure has been under ongoing consultation again as the school governance has changed. Our charity is fortunate in that some activities, e.g. fossil walks, can take place without needing the use of premises thus enabling us to function and earn income, albeit in a restricted way. Knowledge of climate change continues to evolve and we endeavour to keep pace with it. It was decided that we should be the last tenant of our premises on the upper storey of the Old Cement Factory. Our present location is an irreplaceable part of what our charity is. For short term damage we have identified a number of potential part time solutions depending on the length of time we may be unable to use the building. Various relocation options have been considered, mostly of a temporary, possibly mobile, semi-permanent nature. It will be

more problematical if we need to locate to a different building on a permanent basis. These concerns have become part of CTAP proposals.

The 25-year lease of our premises was due for renewal on 1 April 2023. The Parish Council drew up a draft lease for our perusal, for the next 25 years, with caveats regarding damage to the building including the building ceasing to be viable. Following discussion of outstanding issues with Charmouth Parish Council, the Dorset Council coastal engineer, the coastal area planner and guidance from a solicitor employed by the CHCC, a new lease has been agreed.

Jurassic Coast Trust CEO Lucy Culkin left her position late in 2024 to be replaced by Luke Rake. Manager Phil Davidson continues to have meetings with the JCT team to discuss any topics relevant to the work of the CHCC, mostly regarding the Fossil Collectors Code.

The Centre is normally open from 10.30 am to 4.30 pm every day from early spring until after the October half term. One volunteer works on the desk in the morning 10.30 – 1.30 and another in the afternoon 1.30 until 4.30. Another volunteer is in the lobby area at the top of the steps and greets the visitors and provides relevant information. In the main school summer holiday period, the Centre opens from 10 until 5, at the discretion of the Managers. During the winter months the Centre is open from Friday to Monday, Tuesdays to Thursdays are set aside for renovation and maintenance, display renewals, and working on school programmes.

5.2. Charmouth Heritage Centre Infrastructure – Maintenance and Volunteers.

Over the quieter period in the winter, a group of volunteers, under the leadership of Barry Coleman, continues to maintain and improve the quality of the infrastructure. Large numbers of visitors pass through the Centre and regular maintenance and improvements are necessary and ongoing. In 2024 the Tuesday working party met on a regular basis during the winter months. Please see **Appendix 3** at the end of this report for achievements of the working party, which includes the installation of the landslip display.



5.3. Core activities of Charmouth Heritage Coast Centre.

Working within the infrastructure described above, the managers, along with the Friends of the CHCC, carried out the activities set out in the objectives of the Charity.

The key activities can be summarised as:

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

- i) ***maintaining and explaining the displays housed within the Centre.***
- ii) ***providing expert knowledge for all visitors both within the Centre Building and as part of visits to the coastline.***

Recent finds for 2024 displayed in the Centre include



Ammonites Galore! Found by Chris East in April 2024. It has taken Chris 50 hours to prepare this specimen and reveal all of the ammonites.

Partial Ichthyosaur Jaw found by Phil Davidson in April in a loose pebble on the beach. The rest of the 8 metre reptile was destroyed by the sea.



Volunteers who are Friends of the CHCC, help the visitors from behind the desk, and deal with purchases from the shop. Other Friends meet and greet visitors at the door, explaining, what visitors can see, answer any simple questions, direct them to where additional information can be found and explain about the charity. When difficult geological questions arise, volunteers call upon one of the Managers on duty to help. There is circumstantial evidence that this volunteer role does enhance the visitor experience.

Volunteers have also represented the Coast Centre away from the Centre.

- Regularly, through the summer months, the Chair of the Friends and other volunteers have visited Newlands Holiday Park to inform their visitors what is available at the Coast Centre.

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- On other occasions volunteers represented the Centre at different events in the Village and Community Halls. Booklets were available for purchase, fossils and posters provided information about the work of the Centre.
- Volunteer support has been provided at both the Lyme Regis Fossil Festival and the Sidmouth Science week.

Fossil Hunting Walks and Rockpool Rambles

Our main income stream comes from our very popular fossil walks and, as such, more walks have been organised in 2024. These are booked by the public, schools and occasionally private groups. Timing is restricted by the tides. Normally, no more than one walk is scheduled per day. The safety of the public is paramount, and walks are cancelled if the weather is inclement following agreed criteria. Volunteers from the Friends accompany the managers, who carefully direct the group towards fossil yielding areas and endeavour to answer questions arising from finds and observations made during the walk.

Booking in advance is nearly always essential. Numbers for public walks has been restricted to a maximum of 55 to 60 to ensure paying visitors get an enhanced experience. We have continued with a programme of private fossil walks, which generally is restricted to 6 persons, but, with more flexibility at the discretion of the Managers. This proved very popular and booking uptake was high. We could also offer these walks at times the Centre was closed.

Manager Anna Holbrook continues to manage the Centre's Educational Programme. The Centre was able to obtain a grant for £8,361 from the Royal Society for Chemistry. £6,688.08 paid in 2023 with the rest on completion of the evaluation of the project in 2024. The grant was to provide funding for the chemistry aspect of the education work, giving opportunities for 18 lessons to be provided to local schools at a much-reduced cost. The outreach lessons have been well received. With positive evaluation and requests from schools for future outreach. No additional funding was requested in 2024 but this will be re-evaluated in 2025.

A training session for teachers, held at the Centre, was introduced in 2023 and again provided in 2024, to provide tips on teaching about rocks and fossils in the classroom. This links well with the availability of Loan boxes which can be couriered all over the country. Below is the Managers' data including the number of visiting children, whether they received information on the beach or virtually, and the resulting income.

Schools

Year (Jan-Dec)	2019	2022	2023	2024
Number of children	3023	2781 (2305 in person 476 virtual)	3127 (2735 in person, 392 virtual) + 643 for free Centre visits	2709 (2381 in person, 328 virtual) + 386 adults + 1519 into Centre either as part of a session or independent.
Income	£11,399	£8,921	£13,160	£11,808.50

2024 numbers and income are slightly down on 2023. However, in 2023 we included £2028 worth of U3A and cruise bookings. Once that is removed, we have actually made a £700

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increase in 2024. 83 sessions were delivered in 2024, with a mixture of beach sessions, virtual and classroom outreach. This is the highest yearly total post pandemic. Aside from the Royal Society of Chemistry subsidised ones, 3 more at full price were delivered in the autumn.

Equality Diversity and Inclusion (IED)

5 EDI sessions were run in 2024, with 3 different groups. ASCape, a group for Autistic children and their families in West Dorset. Love Her Wild, a charity encouraging women in outdoor pursuits. Somerset Council's Community Inclusion group. Work continues with the Dorset Blind Association (DBA) and Dorset County Museum (DCM).

Marine Tank: - In our marine tank we held a wide variety of marine animals this year, including fish, mullet, blennies, goby and 5 bearded rocklings. There were 3 different species of crab, prawns, snails, anemones and sea urchins. The tank was emptied as usual at the end of October. We should get the mullet back next year, fed and fattened up by Lyme Regis Aquarium over the winter. The tank is used during the winter period to display types of plastic found on our beaches during Beach cleans.

Festivals: - Lyme Regis Fossil Festival (June): Another successful year with volunteers helping on the school's day and over two public days. A busy weekend where the CHCC stall proved very popular. CHCC members were involved on the Saturday, for the first time, in the Sidmouth Science Festival. Planning our stall and sorting paperwork with the organisers. Alison Ferris and volunteers ran events on the day. Examples of fossils were on display with children's activities available to engage younger visitors.

Beach Cleans: - 12 beach cleans have taken place in 2024 with a very busy last quarter of the year with the Great British Beach Clean, Great Global Nurdle Hunt, our 40th Beach Clean with Scavenger Hunt and the Xmas beach clean. Lots of partnerships have been formed because of the partnerships formed.

Seashore Safaris: - in 2024 a Scavenger Hunt was introduced as part of the safari. This has been well received and adds another aspect to this already popular event. Data collecting surveys for Citizen Science projects are part of the safaris. Other data collected is very useful to organisations such as the Natural History Museum, Marine Conservation Society and Shark Trust.

Social media: - The Centre's social media accounts are a key part in reaching the wider public, locally, domestically and internationally. Facebook, Twitter/X and Instagram have played a large role in updating the public about upcoming events, as well as changes in exhibits and alerting visitors to changes in beach conditions, i.e. tide times, recent cliff falls and storms. Promotion of the 40th Anniversary event in 2024 via a targeted social media campaign was well received, highlighting various activities and traders involved. As of November 2024, the Centre has also started running a Bluesky account in tandem with pre-existing accounts. Accounts continue to grow, with daily posts and open inboxes for enquiries, reaching over 13,300 followers in total.

Reaching over 165,000 visitors the CHCC website is a vital window into what the Centre has to offer. The website provides up to date information on exhibits as they change, on the palaeontology and geology of Charmouth and the Jurassic Coast, as well as safety information and details of the fossil collecting codes. The website is the primary means for

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booking onto fossil hunting walks and seashore safaris, accounting for over 95% of total bookings in 2024. The online gift shop is also routinely updated with new lines and accounts for approximately 7% of total shop sales for 2024. As of February 2024, a beach webcam has been installed with a live feed on the website which has proven popular with 84,000 views to date.

40th Anniversary celebrations were arranged for October 2024, to mark the inception, in 1984 with a simple table with fossils run by volunteers on the foreshore, of the Coast Centre as we now know it. Over the weekend, the first day, Charmouth was filled with visitors enjoying events in both halls, with in excess of 700 people visiting the Community Hall and over 900 visiting the Centre. Roaming 'dinosaurs' and 'Mary Anning' played their part in encouraging visitors to enjoy the History display, kindly set up and stewarded by the Charmouth Local History Society, the box making activity, craft, fossil stalls and refreshments. In the evening Paul Davis, a Patron, gave a talk on the 'Charmouth crocodile' and a celebratory glass of wine was enjoyed. On Sunday events at the beach and Centre were well supported with 'mermaids' promoting the beach clean and activities for children. Many positive comments have been received from the local and wider community about the weekend. Celebrations for the 40th Anniversary were a good example of the CHCC community working together.



5.4. Science, knowledge and safety at the Charmouth Heritage Coast Centre

In addition to the requirement to welcome and inform visitors about the geology (especially fossils), biology and geomorphology of the area, the staff of the CHCC are tasked with recording scientifically important fossils found within the local area. Throughout the year numbers of fossils are found by the managers, local collectors, volunteers and visitors to the Centre. Following preparation many of these recent finds are displayed in the Centre, for visitors to examine, learn and be enthused. Subsequently many of these fossils will join internationally important collections at localities such as the Natural History Museum.

Fossil Collecting Code of Conduct: These Codes have been developed by a number of agencies including the Jurassic Coast Trust, National Trust, Charmouth Parish Council, Natural England, Charmouth Heritage Coast Centre (Manager Phil Davidson), researchers

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and local fossil collectors. It is a pioneering scheme endorsed by UNESCO. It encourages the recording and reporting of scientifically important fossil finds and the acquisition of these specimens by recognised museums. Each year the Jurassic Coast Trust donates £3750 to CHCC towards the maintenance and development of these codes. The Jurassic Coast Trust also manages the Fossil Warden, who helps manage the crowds in the busy school holidays and offers advice to visitors. Everyone is allowed to collect loose material on the beaches, but landowners' permission must be obtained before digging into the cliffs or the foreshore. Hazards arise from both the sea and the cliffs, particularly in the form of patches of deep mud found behind landslips or in mudflows. Emergency services are regularly called out along this part of the Jurassic Coast. Advice from the staff at the Centre, and the many warning notices, make visitors aware of the problems and substantially reduce the risk and consequential costs any rescue operations entail.

West Dorset Fossil Collecting Code - A total of 565 specimens of scientific importance have been registered for this code, 128 of which are recorded as Category 1 specimens. Since the last report 21 specimens have been recorded.

Undercliffs NNR Collecting Code – a total of 50 specimens have been recorded to date, 6 of which are Category 1 specimens. Since the last report 39 specimens have been recorded.

A copy of the Fossil Code Collecting Report 2024 is in **Appendix 2**

6) Visitor Numbers and activities

Visitor numbers for 2024 were 111,978 and 115,073 including all schools (zoom, beach etc.). **Table 1** shows a comparison of visitor numbers from 2020 – 2024. Numbers decreased considerably during 2020 and 2021 when the Centre had limited visitors allowed in due to Covid-19 restriction and was also closed for several months. In 2022, we had an expected rise in visitor numbers, as we slowly emerged into the unknown post pandemic world. In 2024 we see a pleasing recovery of numbers visiting. We continue with some measures introduced during the pandemic. Public walks, including the brief introductory talk, take place outside, with smaller numbers of participants. The use of the one-way system is encouraged during busy periods to ease the flow of visitors through the exhibits. This helps to ensure a better experience for all visitors. Numbers of total visitors remains considerably lower than the record year in 2018 of 150,044.

Table 1. Visitor numbers in 2024 compared with 2020-2023.

	2020	2021	2022	2023	2024
Visitor numbers	21,232	55,364	83,775	104,830	111,978
Visitor numbers including schools and outreach	21,524	56,477	86,080	107,833	115,073

7) Finance

- A breakdown of the financial activities is given in **Table 2**. Presentation of the data in this fashion gives a clear picture of the financial activities and financial health of the CHCC.

Table 2. Main elements of Financial Record for CHCC 2024, and a comparison with previous years.

Period	2020	2021	2022	2023	2024
Income	£176.4	£160.8k	£201.7k	£250.4k	£261.1k
Grants	£94.4k	£42.0k	£11.0k	£24.2k	£14.8k
Activities*	£18.8k	£28.9k	£73.1k	£85.2k	£96.5k
Sales**	£32.2k	£68.1k	£80.4k	£98.9k	£104.3k
Others***	13.1k	£19.0k	£28.2k	£26.1k	£26.8k
Gift Aid	£17.9k	£2.8k	£8.9k	£14.5k	£18.9k
Expenditure	£169.9k	£162.2k	£227.8	£233.3k	£253.5k
Purchases#	£14.3k	£31.6k	£47.5k	£54.5k	£55.4k
Salaries##	£116.8k	£96.2k	£139.7k	£134.3k	£144.3k
Rent & water	£10.0k	£9.7k	£10.4k	£12.9k	£11.1k
Running costs^	£13.6k	£14.6k	£19.9k	£23.0k	£24.4k
VAT	£1.4k	£1.4k	£2.5k	£2.6k	£3k
Fees for accounting	£0.6k	£0.6k	£0.3k	£0.5k	£0.5k
Refurbishment	£12.5k	£7.9k	£7.1k	£5.6k	£14.8k
Balance	£+6.4k	-£1.3k	-£26.1k	+£17.1k	£7.6k
Current Assets	£181.0k	£53.1k	£28.9k	£55.5k	£61.5k
Reserves	£101.4k	£101.4k	£101.6k	£101.9k	£102.9k

* Schools, Groups, Film show & talks, Theatre, Fossil hunting walk, Fossil Festival weekends, Seashore safaris, Art & Craft Exhibition

**Fossil Loan Box receipts, Ammonites slice polishing, Website advertising, Room hire, Shop sales, Drinks machine, Pin badge sales, Fossil Code agreement, Insurance claims.

***Donations, Bank interest, Miscellaneous

#Purchases + existing stock minus closing stock held, Costs for Fossil Roadshow, Fossil Code and Drinks machine

##Staff salaries, Pensions, Employer NI.

^Recruitment, Staff training, Clothing, Electricity & heating, Repair & maintenance, Staff Travel, Subsistence, Telephone, Printing & stationery, Copying, Postage, Advertising, Web hosting, Cleaning, Office expenses, Bank charges, Credit Card Charges, Subscriptions, Computing.

As can be seen from **Table 2** the balance between income and expenditure at the end of the year was positive at + **£7,618**. Analysis of the finances indicates that: -

Income.

- The CHCC receives grants from Dorset Council (£5,000) and also the Jurassic Coast Trust (£3,750 for the Fossil Code) and these are gratefully acknowledged. The reduced rate of grant of £5,000 from Dorset Council is payable for the next 2 years.

2. These sources of income are complemented by donations (entrance to the Centre is free) and fees from visitors, including schools that bring children on educational visits as shown in **Table 3**. It is very pleasing and immensely reassuring to note that in most income categories, 2024 has exceeded 2023, particularly in the fossil walks and shop sales.

Table 3. Summary of total income (not profit) from visitor and school activities

Department	2020	2021	2022	2023	2024
Fossils Walks	£13.4k	£21.8k	£60.9k	£70.2k	£79.1k
Schools	£4.3k	£6.4k	£10.2k	£11.2k	£11.3k
Theatre	£0.2k	n/a	£1.0k	£2.3k	£2.5k
Marine Events	£0.0	£0.0	£0.2k	£0.1k	£1.4k
Shop Sales	£31.2k	£66.5k	£80.4k	£98.9k	£104.3k
Donations	£10.0k	£17.3k	£26.9k	£25.3k	£22.9k

Table 3 shows the following for 2024:

- Shop sales figures are strongly correlated to visitor numbers. In 2024 there were 115,073 visitors (including schools) creating a turnover of £104.3k in the shop. In 2023 the footfall was 107,833 (including schools) and the shop turnover was £98.9k. Manager Alison Ferris works tirelessly to manage the shop, despite ongoing supply issues in 2024 with rearrangements of displays to encourage more sales, and to accommodate the one-way system.
- During 2024 the VAT return incurred a loss of £1,005.62, but the next VAT return will show a profit and in general the balance remains fiscally neutral.
- Fossil walk income in 2024 was a record at £79,066. Since Covid we have also limited the numbers on our fossil walks, but prices have increased. This is very welcome as earnings from fossil walks are such an important part of our income. We have almost reached capacity for this revenue source, because of the scheduling limitations of the tides.
- In 2024 donations were £22,928.
- The theatre income in 2024 of £2,476, is an improvement on 2023. Income from school bookings has increased, and we have continued our zoom lessons with schools' visits reduced, and zoom lessons are now bringing in much needed income.
- In 2024 gift aid received was £18,929. This is a considerable increase from the 2023 figure of £14,000. Gift Aid is ably administered by our Finance Officer.

Reserves

At the end of 2024 Reserves amounted to £102,852 in accounts with the Coop and the Nationwide. We have a working account with the Co-op of £61,524. This figure is higher than last year reflecting the profit made over the year. Allocation of £102,852 to Reserves is in accord with advice from the Charity Commission and essential for a sound financial base for the CHCC.

Expenditure

1. The decision to operate with 4 full time staff rather than employing seasonal staff was vindicated by the success of 2024 – a profit of £7,618. Salaries totalled, with oncosts, £144,342 well within the normal parameters of between 50/60% of Turnover (55%). As always, remuneration is a matter of concern for Trustees, as it is essential in retaining excellent staff.
2. Purchases of £55,364 increased from £54,458 in 2023. Running costs, as expected were higher in 2024 than 2023, due to increased success of the shop.
3. Working party expenditure increased in 2024 due to the installation of a brand-new boiler and also a new geological display in the Education Room.
4. The rent paid by CHCC to the Parish Council in 2024 was £11,149.

▪ **Summary and explanation for finances for 2024**

After the record-breaking year of 2023, it has been very encouraging to see the success continuing into 2024. The Centre's total income was just over £260,000 for the first time ever and both shop's profit and fossil walks income totals were new records, £79,066 and £48,958 respectively.

Overview

- Grant funding from Dorset Council is to continue for another two years at the rate of £5,000 p.a.
- **Charity Reserves Policy.** This allows for the payments of outgoings for 6 months and salary payments for 9 months in the event of no income being available.
- As part of the Business Plan, we continue to consider additional non-tidal income sources such as the further development of the Outreach Programme. Booklets of local interest and Post Cards have been an additional source of income during 2024, as has the continued development of an on-line shop. The substantial increase in donations is to be applauded with congratulations to those volunteers who welcome our visitors at the door. Evidence suggests this positive welcome has contributed to the increase in donations.

8) Trustees and Friends

- The Trustees' key role is to ensure the success of the Centre with respect to its objectives, its staff and volunteers, and its finances. Trustees make appointments and report to the Charity Commission annually. The officers of the Trustees do most of the work.
- Two Trustees joined the board in 2024. Richard Bovill with expertise in Health and Safety and risk assessment. Penny Whalling a geologist.
- At the end of 2024 there were 158 Friends, adults, families, couples and life members. There was a total of 67 volunteers working in roles at the desk, welcoming visitors, in the maintenance working party and on fossil walks. Some volunteers undertake more than one activity.
- The Friends of CHCC are indispensable to the continuing success of the Centre. The Committee, chaired by Penny Rose, ensures that volunteers support the managers by staffing the desk, welcoming visitors and aiding on outdoor activities. Activities organised by the Friends' Committee, again, included a cream tea and winter lectures. In 2024 the three talks included a talk by Steve Belasco showing

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photographs 'Along the Jurassic Coast'; a lecture, in October as part of the 40th Anniversary celebration, by Patron Paul Davis on 'the Charmouth Crocodile'. This evening also included some reminiscences of the beginning of the Coast Centre. In November Peter Glanvill spoke on 'The Cave system of the Jurassic Coast'. Two museum trips to the Beaminster Museum and to the Etches Museum at Kimmeridge followed by a visit to the Sealife Centre were arranged, as were visits to develop links to the Lyme Regis Museum and National Trust. Manager Alison Ferris issues about 4 editions of *Coast News* annually, the CHCC Friends' Association newsletters to keep Friends and volunteers in touch with the Centre.

3. Visitor Feedback

It is a pleasure to end this section with some comments from the visitors in 2024.

- *Sept 2024 • Couples*

A superb volunteer-run exhibition of all things Jurassic. As 70-year-olds we were fascinated by the richness and clarity of the scientific information, and we saw children as young as 5 entranced by the size of the genuine fossils on display, the hands-on discovery, and pictures, diagrams and videos. Lots of information on how to hunt for fossils on the beach, and beach safety. We loved it, and are going back very soon.

- *Aug 2024 • Family*

I took a large fossil to the Charmouth Heritage Coast Centre to report finding it the previous day at Seatown and all the staff (Anna, Phil, and James the guide!) couldn't have been more helpful in explaining the process, as well as being really interested in what I had found, and advising me on how to care for it. The museum was great too, with many fascinating local fossil finds. We all enjoyed our visit and would love to return again soon.

- *May 2024 • Family*

Staff very helpful and willing to identify finds from the beach. The people we encountered were very good at engaging with children and getting them to say what they thought they had found. Exhibitions were very helpful for contextualising the history.

- *Apr 2024 • Family*

A lovely little museum with all you could need to know about fossils on the Jurassic coast. The volunteers were so kind and engaging with the kids, they were delighted to spend time looking at the fossils our kids found on the beach and bringing millions of years of history to life to explain what they had found.

- *Jan 2024 • Solo*

Amazing! First time fossil hunting and I am so, so happy I chose to come to this centre and beach for it. So much information, and everyone was so friendly. The displays were awesome and inspiring. I went down to the beach after for a solo fossil hunt and it was truly exceptional. Could easily hunt for hours. Found a few cuties and went back to the centre for more information about my finds. Would love to come back, again and again and again.

4. Acknowledgements

In many ways this is the most important category, because without the activities, help and support from so many, the Heritage Coast Centre would not operate. It is my pleasure to acknowledge these here:

- The **Managers**, Phil Davidson, Alison Ferris, Anna Woolcott and Grant Field.
- Charlotte Cragg – **Finance Officer**
- The **Friends of the Charmouth Heritage Coast Centre**, and the **Friends' Committee**, chaired by Penny Rose. The **FCHCC**, is not only vital in the volunteering tasks undertaken but allocates funds each year for various useful and relevant items for the **CHCC** for educational purposes, and we thank them for their contribution.
- The **Working Party** led by Barry Coleman for carrying out the refurbishment of part of the Centre's interior.
- **Volunteer William Burn**, working behind the scenes to plan and create displays, providing information videos to enhance the experience of the visitors.
- **Dorset Council**, for financial support.
- **Jurassic Coast Trust** for financial support towards the Fossil Collecting Codes maintained by CHCC.
- **Charmouth Parish Council** for a positive working relationship as landlord of CHCC and on other matters concerning the running of the Centre and its infrastructure.
- Last, but not least the **Trustees of the Charmouth Heritage Coast Centre**.

On behalf of the Trustees Jan Coleman, Chair: 15.05.25

APPENDIX 1 – Constitution of Charmouth Heritage Coast Centre



CHARMOUTHHERITAGECOASTCENTRE

& Fine Foundation Education Centre

Constitution

1. The name of the Charitable Incorporated Organisation is the Charmouth Heritage Coast Centre, hereinafter called the Centre.
2. Centre address is Lower Sea Lane, Charmouth, Dorset, DT6 6LR, UK.
3. The objects of the Centre are to advance the education of the public in the geology, palaeontology, geomorphology and natural history of the coast and adjacent areas at Charmouth and to maintain the Centre at Charmouth for education and information to encourage management of coast and adjacent area.
4. The Trustees shall be responsible for the general management of the Centre. There is a requirement for Trustees to provide names, address and d o b for identification purposes. The Trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the Centre entered on the Central Register of Charities.
5. The Trustees have overall responsibility for the Friends of the CHCC, an autonomous, affiliated group, working for the benefit of the Heritage Coast Centre. The Committee, for this autonomous group, elected at the AGM of the Friends of the CHCC, is led by a Chair, who is automatically a Trustee.
6. The Trustees shall have power to raise money, to own or lease property, to buy and sell goods and equipment, to employ and remunerate such staff as are necessary for carrying out the work of the Centre, to co-opt persons to assist them in the management of the Centre and to do anything necessary to further the objectives of the Centre.
7. The income and property of the Centre must be applied solely towards the promotion of the objectives. The Centre shall be administrated as a non-profit making organisation. Any funds accumulated are to be held on trust for the benefit of the Centre. Funds may be invested at the Trustees' discretion
8. No Trustee may receive any goods, services or financial benefit from the Centre. A Trustee is entitled to be reimbursed for reasonable expenses incurred by him or her when acting on behalf of the Centre.
9. A Trustee must declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed or existing transaction or arrangement with the Centre, and should not participate in any discussions or vote of the Trustees in which a possible conflict of interest may arise. However, the Trustee may remain at the meeting and may only answer questions relating to facts.
10. In the event of the Centre being wound up, the Trustees have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities. Any funds remaining

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after payment of debts and expenses shall be passed to the Dorset Wildlife Trust for use in the Charmouth area, or in default, any other charity having similar aims for the use in Charmouth area.

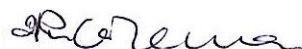
11. The Trustees shall manage the affairs of the Centre. It is the duty of the Trustees to exercise their powers and perform their functions to further the purposes of the Centre. In exercising those functions, they should apply such care and skills as is reasonable in the circumstances having regard to their special knowledge or experience.
12. The Centre is to be administered by up to 14 Trustees to include the Chair of the Friends of CHCC and, to assist in fulfilling the charities education remit, the Headteacher of the local Primary School. Every Trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the Trustees. In selecting individuals for appointment, the Trustees must have regard for the skills, knowledge and experience needed for the effective administration of the Centre. It is expected that Trustees should regularly attend meetings. Should a Trustee not attend for three consecutive occasions, without good reason, they would cease to be a Trustee.
13. Each new Trustee be proposed by an existing Trustee. Prior to having the opportunity to introduce themselves at a meeting, the Chair will have an in-depth conversation with the prospective Trustee giving both parties time to gain understanding of each other. Approval of their appointment must be agreed by the current Trustees at the next full meeting. The new Trustee, on appointment, will receive a copy of the Constitution and the latest Annual Report and statement of accounts.
14. A Trustee ceases to hold office if they retire, notifying the Chair in writing, or is absent without permission of the charity Trustees from all the meetings held within a period of one year and the Trustees resolve that the office be vacated.
15. Decisions may be taken by a simple majority agreement of the Trustees at a meeting of the Trustees, by resolution in writing or in an electronic form. In the event of an equal number of votes, the Chair will cast a further casting vote. In the event of the discussion being in an electronic form, other than a virtual meeting, prior to the vote being counted, the Secretary shall distribute comments received from a Trustee about the resolution to all other Trustees. Written agreement/disagreement must be recorded in the minutes regarding any resolution.
16. The Trustees may delegate any of their powers or functions to an Executive committee, and if they do, they shall determine the terms and conditions of that committee at the AGM. (Appendix) A committee may consist of two or more persons, but at least one member must be a Trustee. Any actions of the Executive Committee and the Board of Trustees must be brought to the attention of the Trustees as a whole as soon as possible. These arrangements should be reviewed annually. Trustees may also work in small teams on specific areas, reporting regularly, at least annually, to the Executive committee. Nothing in this clause shall undermine clause 21.
17. The Chair to be elected annually at the Annual General Meeting. A Vice Chair to be appointed to cover the duties of the Chair as necessary. The Trustees shall meet as necessary but at least three times a year (nominally June, October and January), seven days' written notice in writing being given to all Trustees. Any three Trustees may call a special meeting at any time giving

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price,
Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

seven days' notice of the matters to be discussed. Four Trustees shall form a quorum to take decisions.

18. The Trustees may invite, being mindful of any conflicts of interest or confidentiality issues, non-voting associate members who bring appropriate expertise to support the Centre (known traditionally as Visitors). These could be representatives of Dorset Council, Charmouth Parish Council, local Fossil Collectors and representatives of the wider community. Associate members may attend the AGM meetings regularly but are not Trustees. They may be invited to attend other meetings if their expertise is relevant to an agenda item.
19. The Trustees have the power to amend this Constitution provided that such amendment shall not prejudice the charitable status of the Centre and that no amendment shall be made to Clauses 3 and 10
20. An Annual General Meeting for Trustees must be held annually.
21. Execution of documents. A document is validly executed by signature if it is signed by at least two of the Trustees.
22. The Centre and Trustees must comply with its obligations under the General Regulations of the Charity Commission in relation to keeping of, and provision of access to, a register of Trustees.
23. Minutes must be kept of all appointments of officers made by the Trustees; proceedings of Trustee meetings, including the names of the Trustees present, decisions made at the meeting and where appropriate, the reasons for those decisions and any decisions made by Trustees not at a meeting.
24. The Trustees must comply with the requirements of the Charities Act 2011 with regard to keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commissions and Companies House, regardless of the income of the Centre, within 10 months of the financial year end. The Trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the Centre entered on the Central Register of Charities.
25. All funds pertaining to the Centre to be retained in appropriate accounts at a nominated bank. Records to be maintained of all income and expenditure. Records reviewed by Treasurer and Chair monthly. These records to be independently examined annually by an appropriately qualified person. Signatories for cheques to include Chair of the Trustees, Treasurer, Secretary, nominated Warden and one other nominated Trustee. Two signatories required on all cheques.
26. As provided by the Dissolution Regulations, the Centre may be dissolved by the Trustees. This would have to be agreed by a resolution passed by decision taken without a vote and without expression of dissent in response to the question put to the Trustees. Subject to the payment of all the Centre's debts, any resolution for the winding up of the Centre must contain the provision directing how the remaining assets should be used as stated in 10. If the Centre is to be wound up or dissolved in any other circumstances, the provisions of the Dissolution Regulations must be followed.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.

 Date sig Chair: Date signed: 09.05.24

ary:  Secretary:

Constitution September 2000. Updated with respect to the model constitution of the Charity Commission 2012. Agreed: January 2015. Addition to point 12 May 2016.

Revised 26.05.16 Revised 16.10.17 Revised 10.05.18 Revised 16.05.19

Review delayed until January 2021 Major revision May 2021

(Appendix)

Terms of Reference for the Executive Committee

The Executive Committee will make proposals and recommendations to the Board of Trustees. Reports will be submitted to all Trustees before full Trustee meetings. Financial decisions may be made before a scheduled Trustee meeting should the need arise. Trustees will be informed of these decisions.

Membership of the Executive Committee shall consist of 4 Trustees, 2 of who will be the Chair and Vice-Chair of Trustees. Members will be elected at the Trustees' Annual General Meeting. Staff or individuals with specific expertise may be consulted.

A quorum of 3 is required to conduct valid business.

Meetings will be held at least 3 times a year. Minutes will be taken.

Terms of reference will be reviewed annually at the AGM.

APPENDIX 2

Fossil Code Report 2024

West Dorset Fossil Collecting Code - A total of 565 specimens of scientific importance have been registered for this code, 128 of which are recorded as Category 1 specimens. Since the last report 21 specimens have been recorded.

Undercliffs NNR Collecting Code – a total of 50 specimens have been recorded to date, 6 of which are Category 1 specimens. Since the last report 39 specimens have been recorded.

Highlights

Chris Moore has retrospectively recorded many specimens in his private collection which have been collected over several decades. Chris' collection is full of spectacular fossils and he has allowed us to display many of these for the public at our Centre. The records include several category 1 fossils and many of the fish, crustaceans and cephalopods have good stratigraphic provenance and is an interesting contrast to many of the specimens in historic public collections. This is a great example of the importance of working with collectors and the significance of modern private collections. All of these specimens have been painstakingly prepared using cutting edge techniques.

Patrons: Prof. Mike Benton, Dr. Paul Davis, Sybil Fine, Dr. Dave Martill, Prof. Greg Price, Prof. Jim Rose, Prof Danielle Schreve, Prof. Iain Stewart.



Specimen 32 from Chris Moore's private collection.

Management

I have spent lots of my time this year communicating the various changes to both collecting codes in regard to the changes with insurance.

A review meeting for the Undercliffs Fossil Code was hosted here at the Centre in October and looked at various ways to proactively engage with the collecting community.

We continue to rotate our displays of fossils that we have on loan from the public and the fossil collecting community. Of particular note is the crocodile snout and scute (Ref 385) in our 'Fossil Code' cabinet.

APPENDIX 3

Achievements of the Maintenance Part for 2024.

Main work completed was the installation of a new oil boiler, re-modelling of the 'Duty Warden' desk and the Geological installation representing 'Black Ven', which included additional storage.

General work carried out included: -

- Service of window catches
- Repair of electric boxes covering lids
- Checking on stability of the toilet floor after a leak was repaired
- Repair to handrails, lights and microscope
- Clearing storage space, including disposing of old computer hardware
- Repair of 'Megasaurus' and 'Helter Skelter' donation boxes.
- Retouching surround for 'Sea Dragon' exhibit
- Repair of Ammonite Jigsaw Puzzle
- New displays in the Education Room
- Improve front entrance door for ease of opening

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Charmouth Heritage Coast Centre 05149333
(A Company Limited By Guarantee) Trustees
Independent Examiner's Report

To the Trustees of Charmouth Heritage Coast Centre

I have satisfied myself that the Charity is not subject to audit under Company law and is eligible for independent examination.

Respective responsibilities of Trustees and Examiner

The Trustees, who are also the Directors of Charmouth Heritage Coast Centre for the purpose of Company law, are responsible for the preparation of the Accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act and the an independent examination is needed.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts and seeking explanations from you as Trustees considering any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the Accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination of the accounts no matters have come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:

* to keep accounting records in accordance with section 386 of the Companies Act 2006; and

* to prepare Accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met: or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



May 2025

Robert Hughes ACMA
Thurlestone
Westcliffe Road
Charmouth
Dorset
DT6 6BG

Charmouth Heritage Coast Centre
(A Company Limited By Guarantee) Trustees

Statement of Financial Activities Including Income and Expenditure
for the Year Ended 31 December 2024

	<u>INCOME FUNDS:</u>		<u>TOTAL</u> <u>FUND</u>	<u>TOTAL</u> <u>FUND</u> <u>2023</u>
	<u>Unrestricted</u> <u>Funds</u>	<u>RESTRICTED</u>		
Incoming Resources				
Donations	22,928	0	22,928	25,304
Activities for generating Funds	219,861	0	219,861	205,324
Grants	14,767	0	14,767	24,187
Tax Repayments	1,959	0	1,959	1,556
Investment Income:				
Interest	1,882	0	1,882	763
Charitable Trading Activities:	0	0	0	0
Total Incoming Resources	261,397	0	261,397	257,134
Cost of generating Funds				
Fundraising trading: Cost of Goods Sold	253,452	0	253,452	225,712
	253,452	0	253,452	225,712
Net Incoming Resources Available	7,945	0	7,945	31,422)
Governance Costs	0	0	0	(23,921)
Net Income/Expenditure	7,945	0	7,945	7,501
Net Income/(Expenditure) for the Year	7,945	0	7,945	7,501
Net Movement in Funds				
Total Funds at 1 January 2024	184,990	0	184,990	177,489
Increase in Current Assets	591		591	
Total Funds Carried Forward	193,526	0	193,526	184,990

*None of the Trustees(or any person connected with them) received any remuneration during the year and there were no auditing costs.

Statement of Net Income for the Year to 31 December 2024

Gross Income as Above		
General Purpose Funds	261,397	
Restricted Funds	<u>0</u>	261,397
Total Expenditure as Above		
General Purpose Funds	253,452	
Restricted Funds	<u>0</u>	
Depreciation Fixed Assets	<u>0</u>	
		<u>253,452</u>
NET INCOME FOR THE YEAR		<u>7,945</u>

Charmouth Heritage Coast Centre

Statement of Financial Activities Including Income and Expenditure

BALANCE SHEET

	<u>2024</u>	<u>2023</u>
Fixed Assets		
Tangible Fixed Assets -		
Cost	473,516	473,516
Depreciation	(473,516)	(473,516)
	<u>0</u>	<u>0</u>
Current Assets		
Stock	27,784	
Debtors	0	27,193
Cash at Bank and in Hand	165,742	157,797
	<u>193,526</u>	<u>184,990</u>
	<u>193,526</u>	<u>184,990</u>
Liabilities		
Creditors	0	0
NET ASSETS	<u>193,526</u>	<u>184,990</u>
FUNDS		
Restricted	0	0
Unrestricted	<u>193,526</u>	<u>184,990</u>
	<u>193,526</u>	<u>184,990</u>

For the financial year in question the company was entitled to exemption under section 447 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 15.05.25

and signed on its behalf by

JR. Gorman

Chair of Trustees

Charmouth Heritage Coastal Centre

FIXED ASSETSCHEDULE

	Land & Buildings	<u>Equipment</u>	<u>Total</u>
COST			
At 1 January 20 24	414,600	58,916	473,516
Additions	0	0	0
Disposals	0	0	0
At 31 December 2023	<u>414,600</u>	<u>58,916</u>	<u>473,516</u>
DEPRECIATION			
At 1 January 2024	414,600	58,916	473,516
Charge for year	0	0	0
Disposals	0	0	0
At 31 December 2023	<u>414,600</u>	<u>58,916</u>	<u>473,516</u>
NET BOOK VALUE			
At 1 January 2024	<u>0</u>	<u>0</u>	<u>0</u>
At 31 December 2024	<u>0</u>	<u>0</u>	<u>0</u>



CHARMOUTH HERITAGE COAST CENTRE

& Fine Foundation Education Centre Constitution

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2. Centre address is Lower Sea Lane, Charmouth, Dorset, DT6 6LR, UK.
3. The objects of the Centre are to advance the education of the public in the geology, palaeontology, geomorphology and natural history of the coast and adjacent areas at Charmouth and to maintain the Centre at Charmouth for education and information to encourage management of coast and adjacent area.
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11. The Trustees shall manage the affairs of the Centre. It is the duty of the Trustees to exercise their powers and perform their functions to further the purposes of the Centre. In exercising those functions, they should apply such care and skills as is reasonable in the circumstances having regard to their special knowledge or experience.



CHARMOUTH HERITAGE COAST CENTRE

& Fine Foundation Education Centre Constitution

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13. Each new Trustee be proposed by an existing Trustee. Prior to having the opportunity to introduce themselves at a meeting, the Chair will have an in-depth conversation with the prospective Trustee giving both parties time to gain understanding of each other. Approval of their appointment must be agreed by the current Trustees at the next full meeting. The new Trustee, on appointment, will receive a copy of the Constitution and the latest Annual Report and statement of accounts.
14. A Trustee ceases to hold office if they retire, notifying the Chair in writing, or is absent without permission of the charity Trustees from all the meetings held within a period of one year and the Trustees resolve that the office be vacated.
15. Decisions may be taken by a simple majority agreement of the Trustees at a meeting of the Trustees, by resolution in writing or in an electronic form. In the event of an equal number of votes, the Chair will cast a further casting vote. In the event of the discussion being in an electronic form, other than a virtual meeting, prior to the vote being counted, the Secretary shall distribute comments received from a Trustee about the resolution to all other Trustees. Written agreement/disagreement must be recorded in the minutes regarding any resolution.
16. The Trustees may delegate any of their powers or functions to an Executive committee, and if they do, they shall determine the terms and conditions of that committee at the AGM. (Appendix) A committee may consist of two or more persons, but at least one member must be a Trustee. Any actions of the Executive Committee and the Board of Trustees must be brought to the attention of the Trustees as a whole as soon as possible. These arrangements should be reviewed annually. Trustees may also work in small teams on specific areas, reporting regularly, at least annually, to the Executive committee. Nothing in this clause shall undermine clause 21.
17. The Chair to be elected annually at the Annual General Meeting. A Vice Chair to be appointed to cover the duties of the Chair as necessary. The Trustees shall meet as necessary but at least three times a year (nominally June, October and January), seven days' written notice in writing being given to all Trustees. Any three Trustees may call a special meeting at any time giving seven days' notice of the matters to be discussed. Four Trustees shall form a quorum to take decisions.
18. The Trustees may invite, being mindful of any conflicts of interest or confidentiality issues, non-voting associate members who bring appropriate expertise to support the Centre (known traditionally as Visitors). These could be representatives of Dorset Council, Charmouth Parish Council, local Fossil Collectors and representatives of the wider community. Associate members may attend the AGM meetings regularly but are not Trustees. They may be invited to attend other meetings if their expertise is relevant to an agenda item.



CHARMOUTH HERITAGE COAST CENTRE

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19. The Trustees have the power to amend this Constitution provided that such amendment shall not prejudice the charitable status of the Centre and that no amendment shall be made to Clauses 3 and 10
20. An Annual General Meeting for Trustees must be held annually.
21. Execution of documents. A document is validly executed by signature if it is signed by at least two of the Trustees.
22. The Centre and Trustees must comply with its obligations under the General Regulations of the Charity Commission in relation to keeping of, and provision of access to, a register of Trustees.
23. Minutes must be kept of all appointments of officers made by the Trustees; proceedings of Trustee meetings, including the names of the Trustees present, decisions made at the meeting and where appropriate, the reasons for those decisions and any decisions made by Trustees not at a meeting.
24. The Trustees must comply with the requirements of the Charities Act 2011 with regard to keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commissions and Companies House, regardless of the income of the Centre, within 10 months of the financial year end. The Trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the Centre entered on the Central Register of Charities.
25. All funds pertaining to the Centre to be retained in appropriate accounts at a nominated bank. Records to be maintained of all income and expenditure. Records reviewed by Treasurer and Chair monthly. These records to be independently examined annually by an appropriately qualified person. Signatories for cheques to include Chair of the Trustees, Treasurer, Secretary, nominated Warden and one other nominated Trustee. Two signatories required on all cheques.
26. As provided by the Dissolution Regulations, the Centre may be dissolved by the Trustees. This would have to be agreed by a resolution passed by decision taken without a vote and without expression of dissent in response to the question put to the Trustees. Subject to the payment of all the Centre's debts, any resolution for the winding up of the Centre must contain the provision directing how the remaining assets should be used as stated in 10. If the Centre is to be wound up or dissolved in any other circumstances, the provisions of the Dissolution Regulations must be followed.

Chair:  Date signed: 09.05.24

Secretary: 

Constitution September 2000. Updated with respect to the model constitution of the Charity Commission 2012.
Agreed: January 2015. Addition to point 12 May 2016.

Revised 26.05.16 Revised 16.10.17 Revised 10.05.18 Revised 16.05.19

Review delayed until January 2021 Major revision May 2021



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(Appendix)

Terms of Reference for the Executive Committee

The Executive Committee will make proposals and recommendations to the Board of Trustees. Reports will be submitted to all Trustees before full Trustee meetings. Financial decisions may be made before a scheduled Trustee meeting should the need arise. Trustees will be informed of these decisions.

Membership of the Executive Committee shall consist of 4 Trustees, 2 of who will be the Chair and Vice-Chair of Trustees. Members will be elected at the Trustees' Annual General Meeting. Staff or individuals with specific expertise may be consulted.

A quorum of 3 is required to conduct valid business.

Meetings will be held at least 3 times a year. Minutes will be taken.

Terms of Reference will be reviewed at the Annual General Meeting of Trustees.