

REGISTERED COMPANY NUMBER: 06615281 (England and Wales)
REGISTERED CHARITY NUMBER: 1127149

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE BAILIFFGATE MUSEUM AND GALLERY

Greaves Grindle
Chartered Accountants
Victoria House
Bondgate Within
Alnwick
Northumberland
NE66 1TA

THE BAILIFFGATE MUSEUM AND GALLERY

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FOR THE YEAR ENDED 31 MARCH 2021**

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THE BAILIFFGATE MUSEUM AND GALLERY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 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 31 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

Our vision: Bailiffgate Museum and Gallery - Heritage at the Heart of the Community.

Our Mission is to be a People's Museum, preserving and celebrating the heritage of Alnwick and district, and to provide an excellent community, educational and tourist resource.

The specific aims of the charity are as follows:

- to preserve the history of Alnwick and District,
- to interpret the history, culture and landscape of North Northumberland, and Alnwick and District in particular,
- to stage a varied and constantly changing programme of exhibitions, showcasing the work of local and national artists,
- to establish the Museum as a centre for history and research on the locality.
- to establish the Museum as an invaluable educational resource,
- to provide voluntary opportunities,
- to ensure that all activities of the Museum are focused on the benefit of the public.
- to diversify the audience of the Museum, catering for all markets,
- to maintain a high level of visitor satisfaction, and
- to be sustainable.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and aims and in planning future activities.

THE BAILIFFGATE MUSEUM AND GALLERY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Chair's Report

Achievement

April 2020 - August 2020

The Museum building was closed during this time, but our volunteers did not stop working. We applied for grants and were able to use funding to upgrade all of our loans boxes; review and revise policies and prepare for re-opening. Regular newsletters and zoom meetings became regular features of this period to enable us to manage essential business and to keep in touch with one another. Volunteers made scrubs for the NHS; knitted and dressed a new collection of Bailiffgate Mice and exchanged stories, jokes and recipes which helped to lift everyone's spirits.

The Bailiffgate TV channel and website came into its own as we created small exhibitions on line and increased our use of social media. During this time, our international reach extended as far as Ukraine, Zurich, Germany, St Petersburg, Texas, Slovakia, Luxembourg, Sweden, Winnipeg and Paris as did the number of people who visited our website.

Funding allowed us to launch 'Heritage from Home', a project that encouraged people to submit their own 'diary' using mobile phones to record their response to lockdown. The project ran from the end of June until the end of August and we had some stunning pieces of work including songs, paintings, poetry and personal reflections.

September 2020 - November 2020

On 9th September, after risk assessments, cleansing and Government guidelines were firmly in place, we were able to open a stunning textile exhibition by Helen Poremba. Helen's planned workshops were not able to go ahead in the normal manner, but using film, cameras and a large screen Helen was able to demonstrate her techniques and talk to people about her work. It was a great success and gave us all a huge morale boost at a time when restrictions limited much of what we had planned to do.

Just as the Fusion textile exhibition was ready to open, the second lockdown was introduced. This lovely work was not seen by the public, but will return again in the next year or two.

We decided to try our hand at on line sales in a very small way; mainly selling books from the shop. Some people were able to collect from the museum and books were posted or hand delivered to others. It was good to be able to earn some income at a time when we were closed.

Volunteers decided that our next exhibition, work from the Felton Art group, would be a virtual exhibition. Individual works of art featured every week on our website. It was gratifying to see that several works of art were sold.

November 2020 - March 2021

Even though it was not possible to open the Museum again during the financial year we continued to build on and increase our website visitor numbers and generated income on line. We learned new skills and remained resilient at a very challenging and unpredictable time and continued with our newsletters. We also introduced an on-line booking system and a data base for volunteers.

Performance

To date we have performed as well as we could against our annual objectives, given the circumstances. Our exhibitions that went ahead were mounted on time and to a high standard and we made good use of technology to be innovative and creative in our approach to create a museum without walls when we were unable to open the museum within. We continue to enjoy strong support from National Heritage Lottery Fund, Northumberland County Council and Alnwick Town Council and were able to embark on a feasibility study to test out the suitability of Northumberland Hall as a Museum for the future.

We were awarded 'Highly Commended' from the Henry Marsh Trust in conjunction with The British Museum and were given a 'Highly Commended' award at the Museums and Heritage Awards event for '100 years of Fashion'; a small budget exhibition. Amazingly, we were the only small, voluntary run, independent museum in the short list. The person who judged our category said it was 'fiercely contested'. We were proud that our exhibition was second in a field of 'giants in the Museum and Heritage world'. It is a huge honour and a fitting tribute to our incredible volunteers.

THE BAILIFFGATE MUSEUM AND GALLERY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The OOT team has now carried out dozens of interviews and several of these are on the website, but the programme had to be halted and new objectives set. New ways of gathering information have been explored and further stages of the work have gradually restarted.

As we move forward to next year, we are confident that we will be able to catch up with any objectives not achieved and our new found skills, especially in the digital arena, will prove to be a great asset.

Ms J Humphrys (Chair)

FINANCIAL REVIEW

In the year ended 31st March 2021, the charity had unrestricted net income of £24,331 before transfers and restricted funds had a total net expenditure of £36,757 before transfers.

At 31st March 2021 the charity's unrestricted funds were £119,021 and its unrestricted net current assets were £110,168. Restricted funds totalled £257,270 of which £236,054 represented the net book value of tangible fixed assets.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Bailiffgate Museum and Gallery is a registered charity and a company limited by guarantee as defined by the Companies Act 2006. Under the memorandum and articles of association with which the organisation is governed, the trustees have control of the charity and its property and funds.

Recruitment and appointment of new trustees

Trustees are elected at each annual general meeting of the charity, though the trustees have powers to co-opt appointees when they deem necessary. One-third of trustees must retire at each annual general meeting, though a retiring trustee may be reappointed. There must be no fewer than three and no more than twelve trustees at any time.

The detailed rules governing appointment of trustees are contained in the articles of association of the charity.

Risk management and reserves policy

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees aim to ensure the charity holds at least 50% of yearly general expenditure in unrestricted and non-designated funds, which they consider would give a sufficient buffer to ensure its continued functioning. The charity held such reserves at the end of the year.

THE BAILIFFGATE MUSEUM AND GALLERY (REGISTERED NUMBER: 06615281)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06615281 (England and Wales)

Registered Charity number

1127149

Registered office

14 Bailiffgate
Alnwick
Northumberland
NE66 1LX


Trustees

W Grisdale
Mrs J H Mann (appointed 16.9.20)
I Waggott
Ms J Humphrys
Ms J A Turner (resigned 16.9.20)
Mrs A E Bowden-Lillico (resigned 10.6.20)
M R Storey
Mrs N Burdon
Ms S E Bolam
Ms M L Dawson
W J T Parkinson (appointed 18.11.20)
Ms E M Russell (appointed 20.1.21)

Independent Examiner

Greaves Grindle
Chartered Accountants
Victoria House
Bondgate Within
Alnwick
Northumberland
NE66 1TA

Approved by order of the board of trustees on 10/8/21 and signed on its behalf by:


.....
Ms J Humphrys - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BAILIFFGATE MUSEUM AND GALLERY**

Independent examiner's report to the trustees of The Bailiffgate Museum and Gallery ('the Company')

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



Alan Clark F.C.A.
Greaves Grindle
Chartered Accountants
Victoria House
Bondgate Within
Alnwick
Northumberland
NE66 1TA

Date: 11/8/21

THE BAILIFFGATE MUSEUM AND GALLERY

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		45,301	52,703	98,004	114,590
Charitable activities					
Operation of museum		54,611	-	54,611	21,826
Other trading activities	2	8,203	-	8,203	18,073
Investment income	3	111	-	111	224
Total		<u>108,226</u>	<u>52,703</u>	<u>160,929</u>	<u>154,713</u>
EXPENDITURE ON					
Raising funds		4,621	-	4,621	6,583
Charitable activities					
Operation of museum		79,274	89,460	168,734	159,285
Total		<u>83,895</u>	<u>89,460</u>	<u>173,355</u>	<u>165,868</u>
NET INCOME/(EXPENDITURE)		<u>24,331</u>	<u>(36,757)</u>	<u>(12,426)</u>	<u>(11,155)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		94,690	294,027	388,717	399,872
TOTAL FUNDS CARRIED FORWARD		<u><u>119,021</u></u>	<u><u>257,270</u></u>	<u><u>376,291</u></u>	<u><u>388,717</u></u>

The notes form part of these financial statements

THE BAILIFFGATE MUSEUM AND GALLERY

**BALANCE SHEET
31 MARCH 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	8	8,853	236,054	244,907	276,451
CURRENT ASSETS					
Stocks	9	7,471	-	7,471	7,261
Debtors	10	1,137	6,173	7,310	12,376
Cash at bank and in hand		135,140	15,043	150,183	114,421
		<u>143,748</u>	<u>21,216</u>	<u>164,964</u>	<u>134,058</u>
CREDITORS					
Amounts falling due within one year	11	(33,580)	-	(33,580)	(21,792)
NET CURRENT ASSETS		<u>110,168</u>	<u>21,216</u>	<u>131,384</u>	<u>112,266</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>119,021</u>	<u>257,270</u>	<u>376,291</u>	<u>388,717</u>
NET ASSETS		<u>119,021</u>	<u>257,270</u>	<u>376,291</u>	<u>388,717</u>
FUNDS	12				
Unrestricted funds				119,021	94,690
Restricted funds				257,270	294,027
TOTAL FUNDS				<u>376,291</u>	<u>388,717</u>

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

The members have not required the company to obtain an audit of its financial statements for the year ended 31 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.

The notes form part of these financial statements

THE BAILIFFGATE MUSEUM AND GALLERY

BALANCE SHEET - continued
31 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 on10/8/21..... and were signed on its behalf by:

.....J Humphrys.....
J Humphrys - Trustee

The notes form part of these financial statements

THE BAILIFFGATE MUSEUM AND GALLERY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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.

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.

Improvements to property	- 4% on cost
Plant and machinery	- 25% on reducing balance

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.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Basic financial instruments

The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 Charities SORP (FRS 102). Subsequent measurement is as per paragraphs 11.17 to 11.19, Charities SORP (FRS 102).

THE BAILIFFGATE MUSEUM AND GALLERY

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

1. ACCOUNTING POLICIES - continued

Basic financial instruments

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discount.

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	225	4,023
Shop income	5,650	8,699
Other sales income	228	2,032
Friends memberships	2,100	3,319
	<u>8,203</u>	<u>18,073</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Interest receivable	111	224
	<u>111</u>	<u>224</u>

4. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	37,891	38,915
Independent examiner's remuneration	1,395	1,365
Examiner's fees for non-examination work	640	525
	<u>39,926</u>	<u>40,805</u>

THE BAILIFFGATE MUSEUM AND GALLERY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

5. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

In the year ended 31st March 2021, 1 trustee was reimbursed travel expenses of £34 (2020: 3 trustees £435).

6. STAFF COSTS

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

	2021	2020
Employees	3	3

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	43,665	70,925	114,590
Charitable activities			
Operation of museum	21,826	-	21,826
Other trading activities	18,073	-	18,073
Investment income	224	-	224
Total	83,788	70,925	154,713
EXPENDITURE ON			
Raising funds	6,583	-	6,583
Charitable activities			
Operation of museum	70,097	89,188	159,285
Total	76,680	89,188	165,868
NET INCOME/(EXPENDITURE)	7,108	(18,263)	(11,155)
Transfers between funds	(886)	886	-
Net movement in funds	6,222	(17,377)	(11,155)

THE BAILIFFGATE MUSEUM AND GALLERY

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	88,468	311,404	399,872
TOTAL FUNDS CARRIED FORWARD	<u>94,690</u>	<u>294,027</u>	<u>388,717</u>

8. TANGIBLE FIXED ASSETS

	Improvements to property £	Plant and machinery £	Totals £
COST			
At 1 April 2020	558,329	76,813	635,142
Additions	-	6,347	6,347
At 31 March 2021	<u>558,329</u>	<u>83,160</u>	<u>641,489</u>
DEPRECIATION			
At 1 April 2020	313,209	45,482	358,691
Charge for year	28,471	9,420	37,891
At 31 March 2021	<u>341,680</u>	<u>54,902</u>	<u>396,582</u>
NET BOOK VALUE			
At 31 March 2021	<u>216,649</u>	<u>28,258</u>	<u>244,907</u>
At 31 March 2020	<u>245,120</u>	<u>31,331</u>	<u>276,451</u>

9. STOCKS

	2021 £	2020 £
Stocks	<u>7,471</u>	<u>7,261</u>

THE BAILIFFGATE MUSEUM AND GALLERY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	-	996
Grants receivable	6,173	10,345
VAT	1,137	1,035
	<u>7,310</u>	<u>12,376</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	14,482	1,892
Accrued expenses	1,600	1,900
Deferred grants and income	17,498	18,000
	<u>33,580</u>	<u>21,792</u>

12. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Unrestricted funds			
General fund	94,690	24,331	119,021
Restricted funds			
National Heritage Lottery Fund - property improvements	161,435	(23,915)	137,520
National Heritage Lottery Fund - Project funding	74,600	(4,096)	70,504
Arts Council fund	9,695	(613)	9,082
Child Trust grant	142	1,500	1,642
National Heritage Lottery Fund - OOT Project fund	7,510	(1,337)	6,173
Arts Council England - Ready to Borrow fund	19,885	(4,971)	14,914
Coquet Voices fund	4,281	-	4,281
Tyne & Wear Archives & Museums fund	1,560	(390)	1,170
CCTV Appeal	3,819	(955)	2,864
St Hilda's Trust	400	2,000	2,400
Garfield Weston Foundation	10,000	(6,830)	3,170
Northumberland Children's Trust	700	2,850	3,550
	<u>294,027</u>	<u>(36,757)</u>	<u>257,270</u>
TOTAL FUNDS	<u>388,717</u>	<u>(12,426)</u>	<u>376,291</u>

THE BAILIFFGATE MUSEUM AND GALLERY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	108,226	(83,895)	24,331
Restricted funds			
National Heritage Lottery Fund - property improvements	-	(23,915)	(23,915)
National Heritage Lottery Fund - Project funding	-	(4,096)	(4,096)
Arts Council fund	-	(613)	(613)
Child Trust grant	1,500	-	1,500
National Heritage Lottery Fund - OOT Project fund	21,826	(23,163)	(1,337)
Arts Council England - Ready to Borrow fund	-	(4,971)	(4,971)
Tyne & Wear Archives & Museums fund	-	(390)	(390)
CCTV Appeal	-	(955)	(955)
St Hilda's Trust	2,000	-	2,000
Garfield Weston Foundation	-	(6,830)	(6,830)
Northumberland Children's Trust	2,850	-	2,850
Arts Council Covid Shutdown Grant	24,527	(24,527)	-
	<u>52,703</u>	<u>(89,460)</u>	<u>(36,757)</u>
TOTAL FUNDS	<u>160,929</u>	<u>(173,355)</u>	<u>(12,426)</u>

THE BAILIFFGATE MUSEUM AND GALLERY

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

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	88,468	7,108	(886)	94,690
Restricted funds				
National Heritage Lottery Fund - property improvements	185,350	(23,915)	-	161,435
National Heritage Lottery Fund - Project funding	78,696	(4,096)	-	74,600
Arts Council fund	10,359	(664)	-	9,695
Child Trust grant	477	(335)	-	142
National Heritage Lottery Fund - OOT Project fund	6,334	1,176	-	7,510
Arts Council England - Ready to Borrow fund	26,513	(6,628)	-	19,885
Coquet Voices fund	1,574	2,707	-	4,281
Tyne & Wear Archives & Museums fund	2,101	(541)	-	1,560
CCTV Appeal	-	2,933	886	3,819
St Hilda's Trust	-	400	-	400
Garfield Weston Foundation	-	10,000	-	10,000
Northumberland Children's Trust	-	700	-	700
	<u>311,404</u>	<u>(18,263)</u>	<u>886</u>	<u>294,027</u>
TOTAL FUNDS	<u>399,872</u>	<u>(11,155)</u>	<u>-</u>	<u>388,717</u>

THE BAILIFFGATE MUSEUM AND GALLERY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	83,788	(76,680)	7,108
Restricted funds			
National Heritage Lottery Fund - property improvements	-	(23,915)	(23,915)
National Heritage Lottery Fund - Project funding	-	(4,096)	(4,096)
Arts Council fund	-	(664)	(664)
Child Trust grant	-	(335)	(335)
National Heritage Lottery Fund - OOT Project fund	48,237	(47,061)	1,176
Arts Council England - Ready to Borrow fund	-	(6,628)	(6,628)
Coquet Voices fund	4,931	(2,224)	2,707
Tyne & Wear Archives & Museums fund	51	(592)	(541)
CCTV Appeal	4,206	(1,273)	2,933
St Hilda's Trust	1,500	(1,100)	400
Garfield Weston Foundation	10,000	-	10,000
Northumberland Children's Trust	2,000	(1,300)	700
	<u>70,925</u>	<u>(89,188)</u>	<u>(18,263)</u>
TOTAL FUNDS	<u>154,713</u>	<u>(165,868)</u>	<u>(11,155)</u>

THE BAILIFFGATE MUSEUM AND GALLERY

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

12. MOVEMENT IN FUNDS - continued

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

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	88,468	31,439	(886)	119,021
Restricted funds				
National Heritage Lottery Fund - property improvements	185,350	(47,830)	-	137,520
National Heritage Lottery Fund - Project funding	78,696	(8,192)	-	70,504
Arts Council fund	10,359	(1,277)	-	9,082
Child Trust grant	477	1,165	-	1,642
National Heritage Lottery Fund - OOT Project fund	6,334	(161)	-	6,173
Arts Council England - Ready to Borrow fund	26,513	(11,599)	-	14,914
Coquet Voices fund	1,574	2,707	-	4,281
Tyne & Wear Archives & Museums fund	2,101	(931)	-	1,170
CCTV Appeal	-	1,978	886	2,864
St Hilda's Trust	-	2,400	-	2,400
Garfield Weston Foundation	-	3,170	-	3,170
Northumberland Children's Trust	-	3,550	-	3,550
	<u>311,404</u>	<u>(55,020)</u>	<u>886</u>	<u>257,270</u>
TOTAL FUNDS	<u>399,872</u>	<u>(23,581)</u>	<u>-</u>	<u>376,291</u>

THE BAILIFFGATE MUSEUM AND GALLERY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	192,014	(160,575)	31,439
Restricted funds			
National Heritage Lottery Fund - property improvements	-	(47,830)	(47,830)
National Heritage Lottery Fund - Project funding	-	(8,192)	(8,192)
Arts Council fund	-	(1,277)	(1,277)
Child Trust grant	1,500	(335)	1,165
National Heritage Lottery Fund - OOT Project fund	70,063	(70,224)	(161)
Arts Council England - Ready to Borrow fund	-	(11,599)	(11,599)
Coquet Voices fund	4,931	(2,224)	2,707
Tyne & Wear Archives & Museums fund	51	(982)	(931)
CCTV Appeal	4,206	(2,228)	1,978
St Hilda's Trust	3,500	(1,100)	2,400
Garfield Weston Foundation	10,000	(6,830)	3,170
Northumberland Children's Trust	4,850	(1,300)	3,550
Arts Council Covid Shutdown Grant	24,527	(24,527)	-
	<u>123,628</u>	<u>(178,648)</u>	<u>(55,020)</u>
TOTAL FUNDS	<u>315,642</u>	<u>(339,223)</u>	<u>(23,581)</u>

13. RELATED PARTY DISCLOSURES

During the year ended 31st March 2021, after comparison with quotes from other suppliers, the charity paid a total of £375 for design and printing work supplied by Bill Grisdale Design whose proprietor Mr W Grisdale is a trustee of the charity. There were no amounts outstanding at the year end.

During the year ended 31st March 2021, the charity was invoiced £18,644 for consultancy by Louise Dawson Consulting whose proprietor Ms ML Dawson is a trustee of the charity. £1,800 was outstanding at the year end and has since been paid.

THE BAILIFFGATE MUSEUM AND GALLERY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gift aid	698	866
Grants and donations	97,306	113,724
	<u>98,004</u>	<u>114,590</u>
Other trading activities		
Fundraising events	225	4,023
Shop income	5,650	8,699
Other sales income	228	2,032
Friends memberships	2,100	3,319
	<u>8,203</u>	<u>18,073</u>
Investment income		
Interest receivable	111	224
Charitable activities		
Admission income	2,781	21,826
Government grants	51,830	-
	<u>54,611</u>	<u>21,826</u>
Total incoming resources	160,929	154,713
EXPENDITURE		
Raising donations and legacies		
Other fundraising costs	1,650	3,285
Other trading activities		
Purchases	2,971	3,298
Charitable activities		
Salaries and PAYE	34,288	32,621
Pensions	1,708	1,650
Advertising and publicity	3,960	3,089
Bank charges and interest	638	556
Security and maintenance	8,408	12,834
Insurance	2,481	2,124
Funded project costs	23,017	24,559
Carried forward	74,500	77,433

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THE BAILIFFGATE MUSEUM AND GALLERY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Charitable activities		
Brought forward	74,500	77,433
Office expenses and accountancy	4,354	4,605
Telephone and internet	5,620	3,063
Consultancy	18,600	-
Sundries	1,542	3,912
Utilities	2,820	4,383
Irrecoverable VAT	6,296	7,987
Exhibition expenses	1,248	6,694
Events and workshop payments	-	210
Licences and subscriptions	1,728	1,122
New boiler installation	-	10,940
Bad debts	880	-
Exhibitions manager costs	6,830	-
Feasibility study expenses	6,425	-
Restricted funds core costs	10,617	11,490
Core costs recovered from restricted funds	(10,617)	(11,490)
Trustee expenses	-	21
Depreciation of property improvements	28,471	28,471
Depreciation of plant and machinery	9,420	10,444
	<u>168,734</u>	<u>159,285</u>
Total resources expended	<u>173,355</u>	<u>165,868</u>
Net expenditure	<u><u>(12,426)</u></u>	<u><u>(11,155)</u></u>

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