

PORTLAND MUSEUM TRUST

England & Wales · Charity number 1132576

Details

Status Registered

Legal form Charitable company

Company number [06292060](#)

Registered 2009-11-07

Register [View on the Charity Commission register](#)

Contact

Address Portland Museum
217 Wakeham
Portland
Dorset
DT5 1HS

Phone 01305821299

Email portlandmuseum@googlemail.com

Website www.portlandmuseum.co.uk

Activities

Objects: THE OBJECTS FOR WHICH THE TRUST IS FORMED ARE (BUT ONLY IN SO FAR AS THE SAME ARE CHARITABLE): THE ADVANCEMENT OF THE EDUCATION OF THE PUBLIC BY PROVIDING AND MAINTAINING A MUSEUM OF ARTEFACTS AND SPECIMENS RELATING TO THE NATURAL SCIENCES, NATURAL HISTORY, ARCHAEOLOGY, LITERATURE, MUSIC, THE FINE AND DECORATIVE ARTS, ANTIQUITIES AND LOCAL HISTORY RELATING IN PARTICULAR TO THE ISLAND OF PORTLAND

Activities: The advancement of the education of the public by providing and maintaining a museum of artefacts and specimens relating to the natural sciences, natural history, archaeology, literature, music, the fine art and decorative arts, antiquities and local history relating in particular to the Island of Portland.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Area of benefit: PORTLAND
- Dorset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£54,319	£49,402	-	-
2023-12-31	£70,843	£71,815	-	-
2022-12-31	£100,000	£105,500	-	-
2021-12-31	£103,000	£96,000	-	-
2020-12-31	£69,000	£70,000	-	-

Trustees

Name	Role	Appointed
Anthony John Flux	Chair	2024-03-20
Amanda Wallwork		2021-02-17
Andrea Frankham-Hughes		2025-01-17
DAVID CARTER		
James Michael Charles Ashwanden		2025-11-14
James Ronald Barker		2025-05-16
Nancy Louise Grace		2020-09-15
Robert Hughes		2024-01-24
Stella Margaret New		2023-04-29

PORTLAND MUSEUM TRUST

England & Wales - Charity number 1132576

Accounts

PORTLAND MUSEUM
TRUST

ANNUAL REPORT
2024

Annual Report 2024

1. Chairman's Report
2. About the Trust
3. Links to other Organisations
4. Events
5. Update of projects
6. Grants and Donations
7. Admissions
8. Income
9. Friends of Portland Museum
10. Acknowledgements

1. Chairman's Report

In late 2023, I was asked if I would be willing to take over the Chair of the Trustees of Portland Museum as Angela Scott, having held the post for 10 years, decided to stand down. I considered this to be an honour and readily accepted the role. My first year in the role has been a steep learning curve but the support and enthusiasm exhibited by the eight trustees has made the task much easier. Angela has not abandoned the museum however, she now chairs the 'Friends of Portland Museum and help to raise funds, organise events and talks etc.

Following the 2023 departure of the Manager, in March 2024 the Trust appointed Chloe to the post of Museum co-ordinator and she is doing an excellent job in that role. It does mean that our expenditures (in descending order are: wages, insurance, then electricity. Her role profile is quite detailed but essentially, it covers all the 'day to day' running of the museum. co-ordinated the volunteers and, together, kept the museum running until the end of September. Chloe has proven to be a great asset to the Museum.

As reported before, part of the Museum consists of two 17th century cottages with thatched roofs. Sadly, the original tile roof on Marie Stopes Cottage was replaced by thatch without providing adequate ground level drainage from the runoff from the thatch, understandably, both cottages are Listed! One roof is in urgent need of repair and the other will need remedial work quite soon. We have had quotes recently for the works and the cost will be in the region of £13K. Sop throughout 2024, the Trustees were attempting to source suitable funds to help pay for the work. So far this has been unsuccessful.

Unfortunately, Portland Museum continues to struggle with the consumption of electricity. Our bill for 2024 was over £2000. The dilemma is that we must keep the temperature stable during the cold winters in order to aid the conservation of delicate artifacts and in buildings unsuited to the task.

Another major concern at the moment is the short length of time left on the lease we have from Dorset Council. There is only 6 years left and that makes it impossible to apply for Capital Grants from organisations such as HLF and the Arts Council. In 2024 we started negotiations with the Council to renew the Full Repairing Lease to a 49 year one. These negotiations are continuing through 2025, but we hope for a resolution before the end of the year.

Visitor numbers mirror the figures for 2023 but did show a slight increase (8%) As with all small museums, it is income vs expenditure that concerns us most of the time. The Trust monitors the museum expenditure constantly so as not to deplete the limited reserves in the bank account further. For example, in late 2024, the Trustees decided to investigate the possibility of changing to another bank because Santander have increased all their normal bank charges. Once the museum closes for the winter, following the Halloween event, staffing is cut back to two days/week, and the heating levels reduced, but it cannot be turned off completely for fear of damaging any organic artifacts

In 2021, the museum was first awarded £5,000/year for 3 years (2021 – 2023) by Dorset Council from the Organisational Revenue Support Fund. An application for the next round of support for 2024 – 2026 was more ambitious and we were delighted to be awarded £15,000/year for the next 3 years. This award eases the financial pressure slightly. We also received £3K from Portland Town Council in recognition that the museum allows free and permanent entry to all Portland residents. We also received £500 from the Portland Court Leet towards the purchase of conservation materials.

As the museum moves into the 2025 season, the Trust will be working hard to improve the financial resilience of the museum and to ensure its long-term future.

As with any group of Trustees, there have been two quite legitimate resignations in the year but three new Trustees have joined the board so on balance, we are going forward in a very positive frame of mind.

Mr Tony Flux MSc



14th June 2025

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2. About the Trust

Portland Museum Trust is a 'Not for Profit Company Limited by Guarantee', registered in June 2007, operating as an independent charitable trust. The Trust took over the ownership of the museum collection and the management and operational responsibility for Portland Museum from Weymouth & Portland Borough Council in March 2008, under the terms of a 25-year full repairing and insuring lease. This lease has only 6 years remaining and needs to be renewed as soon as is practicable.

The Council remained the owner of the Museum until April 2019 when a Dorset-wide reorganization of local councils saw the abolition of Weymouth & Portland Borough Council, and the creation of the new Dorset Council. Portland Museum became an asset of Dorset Council, initially for an interim year. The management of the lease was given to Portland Town Council, an arrangement that has continued to this day.

The Trust is a Registered Charity (No.1132576), and its operation is governed by its Memorandum and Articles of Association. Its objects are –

"The objects for which the Trust is formed are (but only in so far as the same are charitable): the advancement of the education of the public by providing and maintaining a museum of artefacts and specimens relating to the natural sciences, natural history, archaeology, literature, music, the fine and decorative arts, antiquities and local history relating in particular to the Island of Portland"

The Board of Trustees, as of 31st December 2024, has 8 members, ably assisted by our independent Chartered Accountant, Adele Russell of AR Accounting.

- Tony Flux (Chair)
- David Carter (Maritime Collection & Buildings)
- Mike Osmond (Finances)
- Nance Grace (Collection Care)
- Amanda Wallwork (link with b-side)
- David Wilkins (Education)
- Stella New (Environmental Monitoring & Collection Care)
- Dorset Councillor Rob Hughes

Ideally, in 2025, we would like to recruit two more Trustees and appoint a new finance officer because Mike Osmond wishes to retire soon.

3. Links to other Organisations

The Trust works with many other organisations, and is pleased to be associated with: –

Arts Council England	Nautical Archaeology Society
Association of Independent Museums	Nothe Fort
b-side	Portland Bill Lighthouse
Budmouth Academy, Weymouth	Portland Town Council [PTC]
Dorset Council	Receiver of Wreck
Dorset Museum	Royal Museums Greenwich
Dorset Museums Association	Shire Hall, Dorchester
Historic England	St George's Church
Modes	St Georges Heritage Study Centre, Portland
MSDS Marine	St Georges School, Portland
SW Museum Association	Weymouth LUNAR Society
National Lottery Heritage Fund	Weymouth & Portland Heritage Group

4. Events held in 2024 (Ten) Highlighted Events and Displays

a. Events

1. Awesome Archaeology: On Saturday 20th and Sunday 21st July 2024, we hosted 'Awesome Archaeology' an event filled with archaeology and ancient history activities for the local children to take part in. Museum Trustee, Nance Grace did an amazing job with the stall of activities she provided. We also had Ciorstaidh Hayward Trevarthen, the Portable Antiquities Scheme Officer and her team at the museum on the 20th, and Bournemouth University Sanctuary at the museum on Sunday. This event raised just under £500!

2. Dino Days: On Wednesday 14th and Thursday 15th August, Portland Museum hosted the highly anticipated 'Dino Day' with a twist this year! We extended the event to two days which seemed to be a hit! We had 'Jurassic Critters' entertaining everyone with their puppet dinosaurs and Izzy doing wonders with her face painting and an array of dino themed activities. In total, this event raised £1,262.45 and volunteer hours combined were 116.15. A fantastic effort to all involved and a huge thanks to all volunteers and trustees who made this event possible.

3. Weymouth Family Science Festival: On Sunday 22nd September, Stella New, David Carter and Jack Durie took the Earl of Abergavenny pop-up to the 'Weymouth Family Science Festival' at the Nothe Fort. This was an outreach event and was one of several pop-ups Portland Museum were involved with.

4. Great Gale Commemoration talk: On Thursday 24th October, Jack Durie and David Carter presented a talk on the 'Great Gale of 1824' at the C2000 Hall in Easton. I would like to thank Jack Durie for taking the time to research the Great Gale and write this presentation. Jack and David managed to raise £105.

5. Stone Carving workshops (Collaboration with the Drill Hall): On Tuesday 22nd October and Wednesday 30th October, Portland Museum hosted stone carving Workshops. Hannah Sofaer (from the Portland Sculpture and Quarry Trust), hosted the event alongside an exhibit celebrating the works of Sir Christopher Wren and the Portland Stone industry through history. This was part of a Visit Dorset initiative titled 'Inspired by Dorset'. Both workshops were very popular and overall: 45 adults and 27 children attended.

b. Displays:

Exhibits in the Museum are largely well-established displays, which remain substantially unchanged, but this year, to ensure that **the museum content stays relevant to Portland**, we decided to remove some objects and use the resultant free space to produce a rolling series of displays involving the local community and highlighting current and historical events....

1. Our first display was **to commemorate the 80th anniversary of D-day** - an event which was highly significant in the life of the Island. The display was much appreciated, and we also learned a lot about our own history, and about how to create displays!

2. On a slightly less serious note, as part of our involvement with the b-side festival, we produced an **exhibition about the Portland Mer-chicken** - a mythical creature, part mermaid, part chicken which has allegedly appeared on the Island at intervals throughout the years, making its first appearance in 1457. Thanks to the fantastic talents of the local artist, Sophie Fretwell, the skeleton of the chicken, which apparently came to light during a beach cleaning dealing with plastic pollution, entertained our visitors greatly during July!

3. Our next display was prompted by a request from the Southwest Museums association for each local museum to choose and highlight a significant person to their area. **We chose Sir Christopher Wren**, for his massive influence on the use of Portland stone to build St Paul's. Also, a large portion of the City of London. Obviously, hugely relevant to the Island and its quarrying history, the display was once again very well received by our visitors.

4. To commemorate the 80th anniversary of **the St John Ambulance on the Island**, we put on a display of artefacts loaned by them during September which again proved of great interest to our visitors.

5. Our final display of the year, very ably put together by Jack Durie, our Archaeology student from BU, was again, in conjunction with b-side, and commemorated **the 200th anniversary of the 'Great Storm'**, that devastated the South Coast and caused much loss of life, including 26 people in Chiswell. One of the artefacts in the Museum, which aroused much interest and attracted a number of visitors to the exhibition, was the mirror from the first floor of a cottage on Brandy Row, it shows a watermark that clearly highlights the depth to which the storm water reached. We also had a visual representation in the garden of the depth of the wave at Abbotsbury and in Chiswell.

Several **artefacts from the Earl of Abergavenny collection** from the museum are currently on loan to the Royal Mint in Wales, as part of their 'Coins and the Sea Exhibition'. Two of our Trustees, David Carter and Stella New, were interviewed as part of the podcast supporting the display, and their contribution is still available to listen to.

N.B. This list is not intended to be exhaustive. The Portland Museum participated in other events and activities as well!

Information provided by Chloe Taylor, Stella New

5. Update of projects

Following on from the 2023 'Volunteering Award' from the Society of Museum Archaeology in 2024 we were featured in their 'Museum Archaeologists News 69' for our 'Diving into the Digital Archives of the *Earl of Abergavenny*' project which was funded by the National Lottery Heritage Fund to develop digital skills in the Heritage Sector. It continues to receive significant positive acknowledgement. In June at the Annual Awards of the Weymouth and Portland Civic Society Portland Museum was presented with the Annual Award specifically for Heritage and in November received a Highly Commended certificate for 'Engagement and Participation' from the Council for British Archaeology for the project.

We were approached by the Royal Mint to lend some of our artefacts from the wreck for their current exhibition 'Coins and the Sea' and to contribute to their accompanying podcast.

The project attracted the attention of Historic England who stated, "*the efforts of Portland Museum and its volunteers have provided sufficient new evidence to justify the reassessment of the 'Earl of Abergavenny'* for addition to the Schedule under the Ancient Monuments and Archaeological Areas Act" In August 2024 the wreck site of the Earl of Abergavenny was formally protected as a Scheduled Monument.

Information provided by David Carter

6. Grants

(Grants this year were lower than in 2023 as the Earl of Abergavenny Project money / project was completed successfully)

- In 2024 we received **£3,000 from PTC** to acknowledge support for the museum and for giving free access to all Portlanders
- **£15,000 annual Revenue support** grant from DC which will continue in 2025 and 2026.
- **£2,700 from an AIM Pilgrim Trust** grant for 'Collection Care' and £500 from the Court Leet for conservation materials.
- **Museum Developments SW [MDSW]** £900.00 for training & support in grant-writing technique

7. Admissions

We have a detailed listing of visitor demographics and numbers of admissions to the museum. The April-December headline count was **4591** (4245 previous year, indicating an 8.2% increase). Of this number (and excluding talks at the C2000 church hall and elsewhere) 3254 were adults, which is a 12% increase on the previous year. **525** of the adults were Portlanders (i.e.11.4%).

8. Income

The annual income for Portland Museum comes from a combination of small grants (see item 6) donations, entrance fees and retail.

Income in 2024 totalled **£54,319** (down from £70,843 last year)

- Grants (total) £26,624
- Friends of Portland Museum: £420
- Admissions /sales/events: £27,275

9. Friends of Portland Museum [FoPM]

2024 was a successful year for the Friends. **Sixty-six people joined** and were offered two 'out of hours' visits to the museum along with a conducted tour around St Georges church. The monthly talks at C2000 have become well established and last year covered topics ranging from 'The Great Gale' to 'Seaweed around Portland' and 'Orchids – including the care of our own'

Eight talks have already been arranged for 2025. Look out on Facebook and in email

Online membership cards were successfully introduced last year and will be used again this year. The cost of membership in 2025 is being kept the same as in 2024: £10/single; £15/couple.

Further 'out of hours' visits will be organised this year, along with a conducted tour around a heritage site. Thank you, for your continued support.

Information provided by Angela Scott

10. Acknowledgements

As I completed my first year as Chair of the Trustees, I reflected upon how much I have learnt regarding the running of this museum and the support I received from all the Trustees and staff, without exception. I am repeatedly made aware of the enthusiasm and dedication shown by them all, and our volunteers and friends.

We know full well, that small museums such as ours, struggle to find the funding resources to manage their collections and buildings appropriately, but it is equally well-known, just how much they are loved by their local communities. Portland Museum is no different in this respect, and it is abundantly clear how much it is valued and appreciated by the residents of Portland.

I am convinced; therefore, that its future is secure.

Tony Flux

Chair of the Trustees

14th June 2025

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2024

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2024**

Directors

Ms Amanda Wallwork
Mr Michael Osmond
Mr David Carter
Ms Nancy Grace
Mr David Wilkins
Mr Anthony Flux
Mr Robert Hughes
Ms Stella New
Mr Thomas Ellis-Jones

Company Number

06292060

Registered Office

217 Wakeham
Easton
Portland
Dorset
DT5 1HS

Accountants

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2024

The directors present their report and the financial statements for the year ended 31 December 2024.

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork

Dr Angela Scott Resigned 31/03/2024

Mr Michael Osmond

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter Resigned 25/07/2024

Mr David Wilkins

Mr Anthony Flux Appointed 02/02/2024

Mr Robert Hughes Appointed 02/02/2024

Ms Stella New

Mr Thomas Ellis-Jones

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board

A.J.Flux

Mr Anthony Flux

Director

19/02/2025

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2024**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2024

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2024 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust , as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust . You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

AR Accounting

24/02/2025

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2024

	Notes	2024	2023
		£	£
TURNOVER		54,319	70,844
Cost of sales		(8,210)	(5,343)
		<hr/>	<hr/>
GROSS SURPLUS		46,109	65,501
Administrative expenses		(41,192)	(71,816)
		<hr/>	<hr/>
OPERATING SURPLUS/(DEFICIT)		4,917	(6,315)
Other interest receivable and similar income		53	160
Interest payable and similar charges		(966)	(898)
		<hr/>	<hr/>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u>4,004</u>	<u>(7,053)</u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2024**

		2024		2023	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	4		9,761		12,755
			9,761		12,755
CURRENT ASSETS					
Stocks	5	361		875	
Debtors	6	5,114		4,979	
Cash at bank and in hand		22,096		14,747	
		27,571		20,601	
Creditors: Amounts Falling Due Within One Year	7		(848)		(876)
NET CURRENT ASSETS (LIABILITIES)			26,723		19,725
TOTAL ASSETS LESS CURRENT LIABILITIES			36,484		32,480
NET ASSETS			36,484		32,480
Income and Expenditure Account			36,484		32,480
MEMBERS' FUNDS			36,484		32,480

For the year ending 31 December 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board





Mr David Carter
Director

Mr Anthony Flux
Director

19/02/2025

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2024

1. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060 . The registered office is 217 Wakeham, Easton, Portland, Dorset, DT5 1HS.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

2.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
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2.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

3. Average Number of Employees

Average number of employees, including directors, during the year was: 1 (2023: 2)

4. Tangible Assets

	Fixtures & Fittings
Cost	£
As at 1 January 2024	44,174
Additions	260
As at 31 December 2024	44,434
Depreciation	
As at 1 January 2024	31,419
Provided during the period	3,254
As at 31 December 2024	34,673
	...CONTINUED

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

Net Book Value

As at 31 December 2024		9,761
As at 1 January 2024		12,755

5. Stocks

	2024	2023
	£	£
Finished goods	361	875

6. Debtors

	2024	2023
	£	£
Due within one year		
Prepayments and accrued income	5,114	4,979
	5,114	4,979

7. Creditors: Amounts Falling Due Within One Year

	2024	2023
	£	£
Trade creditors	61	11
Other taxes and social security	357	-
Accruals and deferred income	430	865
	848	876

8. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2024

	2024		2023	
	£	£	£	£
TURNOVER				
FoPM		420		185
Admissions		13,874		14,489
Shop sales		12,360		8,410
Event income		1,041		878
Grants and donations received		26,624		46,882
		54,319		70,844
COST OF SALES				
Shop Purchases and events	8,210		5,343	
		(8,210)		(5,343)
GROSS SURPLUS				
		46,109		65,501
Administrative Expenses				
Wages and salaries	10,400		18,295	
Employers pensions - defined contributions scheme	-		569	
Project contractors	1,531		19,153	
Sub-contractors	8,640		12,320	
Travel expenses	79		973	
Light and heat	2,376		1,999	
Water rates	451		392	
Repairs and maintenance	1,938		429	
Waste removal	290		381	
Premises insurance	5,108		4,963	
Security and safety	511		690	
Secretarial and office costs	1,569		2,362	
Marketing and project research costs	253		428	
Telecommunications and data costs	1,170		1,041	
IT resources	1,333		2,159	
Accountancy fees	700		680	
Legal and professional fees	990		90	
Subscriptions	483		450	
Depreciation	3,254		4,251	
Sundry expenses	116		191	
		(41,192)		(71,816)
OPERATING SURPLUS/(DEFICIT)				
		4,917		(6,315)
Other interest receivable and similar income				
Bank interest receivable	53		160	
		53		160
Interest payable and similar charges				
Bank and card charges	966		898	
		(966)		(898)
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR				
		4,004		(7,053)

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2024

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2024**

Directors

Ms Amanda Wallwork
Mr Michael Osmond
Mr David Carter
Ms Nancy Grace
Mr David Wilkins
Mr Anthony Flux
Mr Robert Hughes
Ms Stella New
Mr Thomas Ellis-Jones

Company Number

06292060

Registered Office

217 Wakeham
Easton
Portland
Dorset
DT5 1HS

Accountants

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2024

The directors present their report and the financial statements for the year ended 31 December 2024.

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork

Dr Angela Scott Resigned 31/03/2024

Mr Michael Osmond

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter Resigned 25/07/2024

Mr David Wilkins

Mr Anthony Flux Appointed 02/02/2024

Mr Robert Hughes Appointed 02/02/2024

Ms Stella New

Mr Thomas Ellis-Jones

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board

A.J.Flux

Mr Anthony Flux

Director

19/02/2025

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2024**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2024

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2024 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust , as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust . You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

AR Accounting

24/02/2025

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2024

	Notes	2024	2023
		£	£
TURNOVER		54,319	70,844
Cost of sales		(8,210)	(5,343)
		<hr/>	<hr/>
GROSS SURPLUS		46,109	65,501
Administrative expenses		(41,192)	(71,816)
		<hr/>	<hr/>
OPERATING SURPLUS/(DEFICIT)		4,917	(6,315)
Other interest receivable and similar income		53	160
Interest payable and similar charges		(966)	(898)
		<hr/>	<hr/>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u>4,004</u>	<u>(7,053)</u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2024**

		2024		2023	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	4		9,761		12,755
			9,761		12,755
CURRENT ASSETS					
Stocks	5	361		875	
Debtors	6	5,114		4,979	
Cash at bank and in hand		22,096		14,747	
		27,571		20,601	
Creditors: Amounts Falling Due Within One Year	7		(848)		(876)
NET CURRENT ASSETS (LIABILITIES)			26,723		19,725
TOTAL ASSETS LESS CURRENT LIABILITIES			36,484		32,480
NET ASSETS			36,484		32,480
Income and Expenditure Account			36,484		32,480
MEMBERS' FUNDS			36,484		32,480

For the year ending 31 December 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board





Mr David Carter
Director

Mr Anthony Flux
Director

19/02/2025

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2024

1. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060 . The registered office is 217 Wakeham, Easton, Portland, Dorset, DT5 1HS.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

2.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
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2.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

3. Average Number of Employees

Average number of employees, including directors, during the year was: 1 (2023: 2)

4. Tangible Assets

	Fixtures & Fittings
Cost	£
As at 1 January 2024	44,174
Additions	260
As at 31 December 2024	44,434
Depreciation	
As at 1 January 2024	31,419
Provided during the period	3,254
As at 31 December 2024	34,673
	...CONTINUED

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

Net Book Value

As at 31 December 2024		9,761
As at 1 January 2024		12,755

5. Stocks

	2024	2023
	£	£
Finished goods	361	875

6. Debtors

	2024	2023
	£	£
Due within one year		
Prepayments and accrued income	5,114	4,979
	5,114	4,979

7. Creditors: Amounts Falling Due Within One Year

	2024	2023
	£	£
Trade creditors	61	11
Other taxes and social security	357	-
Accruals and deferred income	430	865
	848	876

8. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2024

	2024		2023	
	£	£	£	£
TURNOVER				
FoPM		420		185
Admissions		13,874		14,489
Shop sales		12,360		8,410
Event income		1,041		878
Grants and donations received		26,624		46,882
		<u>54,319</u>		<u>70,844</u>
COST OF SALES				
Shop Purchases and events	8,210		5,343	
		<u>(8,210)</u>		<u>(5,343)</u>
GROSS SURPLUS				
		46,109		65,501
Administrative Expenses				
Wages and salaries	10,400		18,295	
Employers pensions - defined contributions scheme	-		569	
Project contractors	1,531		19,153	
Sub-contractors	8,640		12,320	
Travel expenses	79		973	
Light and heat	2,376		1,999	
Water rates	451		392	
Repairs and maintenance	1,938		429	
Waste removal	290		381	
Premises insurance	5,108		4,963	
Security and safety	511		690	
Secretarial and office costs	1,569		2,362	
Marketing and project research costs	253		428	
Telecommunications and data costs	1,170		1,041	
IT resources	1,333		2,159	
Accountancy fees	700		680	
Legal and professional fees	990		90	
Subscriptions	483		450	
Depreciation	3,254		4,251	
Sundry expenses	116		191	
		<u>(41,192)</u>		<u>(71,816)</u>
OPERATING SURPLUS/(DEFICIT)				
		4,917		(6,315)
Other interest receivable and similar income				
Bank interest receivable	53		160	
		<u>53</u>		<u>160</u>
Interest payable and similar charges				
Bank and card charges	966		898	
		<u>(966)</u>		<u>(898)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR				
		<u><u>4,004</u></u>		<u><u>(7,053)</u></u>

PORTLAND MUSEUM TRUST

England & Wales - Charity number 1132576

Accounts

PORTLAND MUSEUM
TRUST

ANNUAL REPORT
2023

Annual Report 2023

1. Chairman's Report
2. About the Trust
3. Links to other Organisations
4. Events
5. Update of projects
6. Grants and Donations
7. Admissions
8. Income
9. Friends of Portland Museum
10. Acknowledgements

1. Chairman's Report

2022 was a year of consolidation for the museum. This continued into 2023 as it became obvious that recovery from the pandemic was a long-term project and in common with many cultural organisations, survival was going to be harder than was initially envisaged.

For us it was also a year of change. Our wonderful manager for the last 5 years, Lucy Watkins, left the museum to work for the Jurassic Coast Trust, following completion of the very successful 'Earl of Abergavenny' project

Following Lucy's departure, the Trust appointed Chloe Taylor and Rachel Elam to a job share until the end of September. They co-ordinated the volunteers and, together, kept the museum running until the end of September. Since then, Chloe has continued to work parttime in the museum and will continue to do so throughout the 2024 open season.

2023 proved to be a hard year for the Trust. As well as dealing with staff changes, we had to deal with problems with the buildings. There were repeated floods in the courtyard and in the Marie Stopes Cottage with water bubbling up through the gaps between the flag stones. Eventually, after a sterling effort by David Carter and Tom Ellis-Jones, Dorset Council were persuaded to assist the museum in getting to the cause of the flooding after active support from Councillor Paul Kimber. Dorset Council carried out the necessary remedial work in the courtyard and excavated beneath the Marie Stopes Cottage flagstones to establish if there was a further problem there. Even during periods of heavy rain over the winter the floor has not flooded and we hope that the work in the courtyard has solved the problem. Dorset Council has paid for all the work to date and been monitoring the floor every month, this will end at the end of March 2024 and responsibility handed back to us. There does remain a poor element of construction, which may come back to haunt us, from the 1930s when the original tile roof on Marie Stopes Cottage was replaced by thatch without providing adequate ground level drainage from the run off from the thatch, which is now Listed!

Like many cultural organisations in 2023, Portland Museum was struggling to cope with the rising costs of electricity, insurance and other running costs. The cost-of-living crisis meant that we had less visitors than we hoped for and they were spending less money in the shop than in previous years. The Trust pruned the museum expenditure as much as possible so as not to deplete the limited reserves in the bank account further.

Once the museum was closed for the winter, following the Halloween event, staffing was cut back to two days/week and the heating was kept to a minimum.

In 2021, the museum was awarded £5,000/year for 3 years (2021 – 2023) by Dorset Council from the Organisational Revenue Support Fund. An application for the next round of support for 2024 – 2026 was more ambitious and we were delighted to be awarded £15,000/year for the next 3 years. This award eases the financial pressure a bit. Additionally, grant giving bodies have eventually woken up to the fact that museums don't just need money for projects, they need money to help with running costs and wages. It is anticipated that an application will be made in 2024 for one of these grants.

As the museum moves into the 2024 season, the Trust will be working hard to improve the financial resilience of the museum and to ensure its long-term future.

On a personal note, I have decided to step down from the Trust at the end of March 2024 after 10 ½ years. I am confident that with the present group of excellent Trustees on the Board, I am leaving the museum in safe hands.

Dr Angela Scott



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2. About the Trust

Portland Museum Trust is a 'Not for Profit Company Limited by Guarantee', registered in June 2007, operating as an independent charitable trust. The Trust took over the ownership of the museum collection and the management and operational responsibility for Portland Museum from Weymouth & Portland Borough Council in March 2008, under the terms of a 25 year full repairing and insuring lease.

The Council remained the owner of the Museum until April 2019 when a Dorset-wide reorganization of local councils saw the abolition of Weymouth & Portland Borough Council, and the creation of the new Dorset Council. Portland Museum became an asset of Dorset Council, initially for an interim year. The management of the lease was given to Portland Town Council, an arrangement that has continued throughout 2022.

The Trust is a Registered Charity (No.1132576), and its operation is governed by its Memorandum and Articles of Association. Its objects are –

"The objects for which the Trust is formed are (but only in so far as the same are charitable): the advancement of the education of the public by providing and maintaining a museum of artefacts and specimens relating to the natural sciences, natural history, archaeology, literature, music, the fine and decorative arts, antiquities and local history relating in particular to the Island of Portland"

The Board of Trustees, as of 31st December 2023, has 9 members, assisted by our Chartered Accountant, Adele Russell of AR Accounting.

- Angela Scott (Chair)
- David Carter (Maritime Collection & Buildings)
- Mike Osmond (Finances)
- Nance Grace (Collection Care)
- Amanda Wallwork (link with b-side)
- David Wilkins (Education)
- Louisa Carpenter (Retail Adviser)
- Tom Ellis – Jones (Buildings)
- Stella New (Environmental Monitoring & Collection Care)
- Elizabeth Hardy (resigned March 2023)
- Julie Freeman (resigned September 2023).

We will have 2 new trustees in 2024: Dorset Councillor Rob Hughes and Mr Tony Flux

3. Links to other Organisations

The Trust works with many other organisations, and is pleased to be associated with: –

Arts Council England	Nautical Archaeology Society
Association of Independent Museums	Nothe Fort
b-side	Portland Bill Lighthouse
Budmouth College	Portland Town Council
Dorset Council	Receiver of Wreck
Dorset Museum	Royal Museums Greenwich
Dorset Museums Association	Shire Hall, Dorchester
Historic England	St George's Church
Modes	St Georges Heritage Study Centre, Portland
MSDS Marine	St Georges School, Portland
Museum Association	Weymouth LUNAR Society
National Lottery Heritage Fund	Weymouth & Portland Heritage Group

4. Events in 2023

- **Book Event**

On Friday 3rd March, Portland Museum hosted Author Sarah Acton's book talk and discussion cafe for her new book: *'Seining Along Chesil: Voices from a Dorset Fishing Community'*. It was very popular, with 21 people attending. Sarah Acton has donated a copy of the book to the museum and it is in Avice's Cottage for visitors to read.

- **Heart of Stone Oral History and Community Project Film Screening**

On Friday 24th March, Portland Museum partnered with Sarah Acton, Rob Jayne and Tom Hughes to host multiple screenings and podcast streamings of the project that had recorded the voices and stories of local quarrymen through discussion cafes held at Portland Museum during the summer of 2022. It was a great day with 54 people attending the screenings. Three local quarrymen hosted a Q&A at the 2pm session, as well as then Museum Manager, Lucy, giving a speech.

- **Easter Event**

On Thursday 6th and Friday 7th of April, Portland Museum hosted an Easter 'Paint your own fossil' and Easter craft event. It was a very popular two days with 37 children coming along to paint their own fossils. The event raised £382.45.

- **Dino Day**

On Wednesday 16th August, Portland Museum hosted its ever popular Dino Day. We had a large array of Dino themed crafts, Paint your own fossils, face painting, make-a-'Veggiesaurus', a dino trail leading down to the lookout at Church Ope and our very own T rex! The day raised £897 with 126 event attendees.

- **B-side festival and Heritage Open Day: 7th – 10th September**

Local artist, Christopher Lee worked with Portland Museum to create souvenirs inspired by artefacts recovered from the 'Earl of Abergavenny' shipwreck. Clay models were created by museum volunteers, which Chris scanned and 3D printed. These prints were turned into keychains, pins, magnets and necklaces and sold in the museum gift shop and in vending machines all around the island. We also hosted our Heritage open day this weekend where we offered free entry to the museum.

- **Halloween Event**

On Wednesday 25th October, Portland Museum hosted a Halloween Craft Event that raised £273.60. There was a spooky selection of crafts, fossil painting, a spider eye spy challenge and volunteers brought the spirit of Halloween to life with their spooky costumes!

- **Karen Brown talk at C2000 Hall**

On Friday 24th November, Karen Brown gave a talk titled: *We are the Time Traveller's - Treasures from the Dark Dorset Earth*. It was an excellent talk where the audience was given a chance to hold real artefacts and given a tour of Dorset through history. Altogether, we raised just under £300.

- **Christmas craft event**

On Saturday 16th December, Portland Museum hosted a Christmas craft event. The event had free entry, but we served refreshments and had fossil painting which raised £40. There was a small selection of festive crafts, a reindeer eye spy, and Father Christmas came along.

5. Update of projects

- **Diving into the Digital Archives of the 'Earl of Abergavenny'**

In November 2021 Portland Museum, with our partners, the Nautical Archaeology Society and MSDS Marine, were awarded £59,014 from the National Lottery Heritage Fund (NLHF) with £500 match-funding from Weymouth LUNAR Society to implement a digital volunteering initiative based around the 1805 shipwreck of the East Indiaman, 'Earl of Abergavenny', with an additional objective of breaking down some of the barriers to heritage. We were one of just 17 UK projects to benefit from this one-off funding opportunity.

The project commenced in January 2022 with a 31 March 2023 completion date. It enabled us to offer our Museum Manager, Lucy Watkins, the post of Project Manager with appropriate remuneration and monies to backfill her role for the duration of the project. An unexpected bonus was the development of an ongoing partnership with the Royal Museums Greenwich.

In January 2023 NLHF invited us to apply for a 3 month extension with £9,840 additional funding to continue the outreach element until July 2023. During this extension, there were 20 outreach events which reached over 5,000 people, our new volunteers' design manual was downloaded 544 times and we spoke at a NLHF webinar before project completion in September 2023. Our partners, MSDS Marine, reached 17,000 people in their outreach project to engage landlocked people in the Midlands in which they used 'Earl of Abergavenny' artefacts and our design manual.

We were chosen by the Society of Museum Archaeologists as the 2023 winner of their 'Volunteering Award' category for 'Diving into the Digital Archives of the 'Earl of Abergavenny''. The project attracted the attention of Historic England who stated "the efforts of Portland

Museum and its volunteers have provided sufficient new evidence to justify the reassessment of the 'Earl of Abergavenny' for addition to the Schedule under the Ancient Monuments and Archaeological Areas Act". We understand that an announcement will be made in the near future.

- **St Andrew's Church vegetation clearance with Historic England**

We were commissioned to facilitate the removal of the vegetation that was engulfing the ruins of St Andrew's church with Historic England.

6. Grants

£5,000 from Dorset Council as the third instalment of the Organisational Revenue Support Fund (2021 -2023).

£3,000 from Portland Town Council to support Portland Museum and allow all Portlanders free entry to the museum throughout the year.

£6,895 from the National Lottery Heritage Fund being the final instalment of the original 'Earl of Abergavenny' Project.

£9,840 from the National Lottery Heritage Fund to continue the outreach element of the 'Earl of Abergavenny' Project during a 3 month project extension.

£14,244 from Historic England to facilitate the removal of the vegetation that was engulfing the ruins of St Andrew's church.

7. Admissions

Overall, Portland Museum had 4,245 visitors, of which 2,900 were adults. 10% of the visitors were from Portland

8. Income

The annual income for Portland Museum comes from a combination of small grants (not allocated to specific projects), donations, entrance fees and retail.

Income in 2023:

- Grant from Dorset Council: £5,000
- Grant from Portland Town Council: £3,000
- Friends of Portland Museum: £185
- Admissions: £13,626
- Shop sales: £5,363 - gift stock + food
- Donations: figure not available at the time of writing

9. Friends of Portland Museum

Following the pandemic and recovery, it was decided to try and return the FoPM to the successful organisation that it had been. It was hoped that we could offer the Friends a few more benefits to joining as their long-standing 'free entry to the museum' was no longer relevant to Portlanders that all have free entry now. The reorganisation stalled somewhat, but, for 2024, there are already 5 or 6 interesting talks lined up with other events to follow. Onwards and upwards!

10.Acknowledgements

I would like to thank all the people associated with the museum who have all worked tirelessly to make the museum the success that it is. This includes the staff, both past and present, all our fantastic volunteers, the Friends and of course, my fellow trustees who have been so supportive to me personally.

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2023

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	Page
Company Information	1
Directors' Report	2–3
Accountant's Report	4
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For The Year Ended 31 December 2023**

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Portland Museum Trust
Company No. 06292060
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Directors

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Ms Amanda Wallwork

Dr Angela Scott

Mr Michael Osmond

Ms Elizabeth Hardy Resigned 27/03/2023

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter

Mrs Julie Freeman Resigned 29/09/2023

Mr David Wilkins

Ms Stella New Appointed 13/09/2023

Mr Thomas Ellis-Jones Appointed 13/09/2023

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**Portland Museum Trust
Directors' Report (continued)
For The Year Ended 31 December 2023**

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Small Company Rules

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On behalf of the board

A M Scott

Dr Angela Scott

Director

10/02/2024

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2023**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2023

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As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust , as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust . You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

AR Accounting

12/02/2024

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

**Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2023**

	Notes	2023	2022
		£	£
TURNOVER		70,843	100,008
Cost of sales		(5,343)	(5,776)
		<hr/>	<hr/>
GROSS SURPLUS		65,500	94,232
Administrative expenses		(71,815)	(105,451)
		<hr/>	<hr/>
OPERATING DEFICIT		(6,315)	(11,219)
Other interest receivable and similar income		160	35
Interest payable and similar charges		(898)	(943)
		<hr/>	<hr/>
DEFICIT FOR THE FINANCIAL YEAR		<u>(7,053)</u>	<u>(12,127)</u>

The notes on pages 7 to 8 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2023**

		2023		2022	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	4		12,755		16,357
			12,755		16,357
CURRENT ASSETS					
Stocks	5	875		872	
Debtors	6	4,979		4,866	
Cash at bank and in hand		14,747		29,236	
		20,601		34,974	
Creditors: Amounts Falling Due Within One Year	7		(876)		(11,798)
NET CURRENT ASSETS (LIABILITIES)			19,725		23,176
TOTAL ASSETS LESS CURRENT LIABILITIES			32,480		39,533
NET ASSETS			32,480		39,533
Income and Expenditure Account			32,480		39,533
MEMBERS' FUNDS			32,480		39,533

For the year ending 31 December 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board

A M Scott

D J Carter

N L Grace

Dr Angela Scott
Director

Mr David Carter
Director

Ms Nancy Grace
Director

10/02/2024

The notes on pages 7 to 8 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2023

1. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060 . The registered office is 217 Wakeham, Easton, Portland, Dorset, DT5 1HS.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

2.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
---------------------	---------------------------------

2.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

3. Average Number of Employees

Average number of employees, including directors, during the year was: 2 (2022: 2)

4. Tangible Assets

	Fixtures & Fittings
Cost	£
As at 1 January 2023	43,525
Additions	649
As at 31 December 2023	44,174
Depreciation	
As at 1 January 2023	27,168
Provided during the period	4,251
As at 31 December 2023	31,419
	...CONTINUED

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2023

Net Book Value

As at 31 December 2023	12,755
As at 1 January 2023	16,357

5. Stocks

	2023	2022
	£	£
Finished goods	875	872
	875	872

6. Debtors

	2023	2022
	£	£
Due within one year		
Prepayments and accrued income	4,979	4,866
	4,979	4,866

7. Creditors: Amounts Falling Due Within One Year

	2023	2022
	£	£
Trade creditors	11	80
Other taxes and social security	-	1,681
Accruals and deferred income	865	10,037
	876	11,798

8. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2023

	2023		2022	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,776		23,363
FoPM		185		345
Grants and donations received		46,882		76,300
		<u>70,843</u>		<u>100,008</u>
COST OF SALES				
Shop Purchases and events	5,343		5,776	
		<u>(5,343)</u>		<u>(5,776)</u>
GROSS SURPLUS				
		65,500		94,232
Administrative Expenses				
Wages and salaries	18,295		38,775	
Employers pensions - defined contributions scheme	569		522	
Project contractors	19,153		18,803	
Sub-contractors	12,320		-	
Travel expenses	973		103	
Light and heat	1,999		1,371	
Water rates	392		265	
Repairs and maintenance	429		8,684	
Gardening	-		208	
Waste removal	381		331	
Premises insurance	4,963		4,305	
Security and safety	690		497	
Work on collection	-		12,138	
Secretarial and office costs	2,362		3,432	
Marketing and project research costs	428		4,900	
Telecommunications and data costs	1,041		832	
IT resources	2,159		3,485	
Accountancy fees	680		680	
Legal and professional fees	90		180	
Subscriptions	450		476	
Depreciation	4,251		5,452	
Sundry expenses	190		12	
		<u>(71,815)</u>		<u>(105,451)</u>
OPERATING DEFICIT				
		(6,315)		(11,219)
Other interest receivable and similar income				
Bank interest receivable	160		35	
		<u>160</u>		<u>35</u>
Interest payable and similar charges				
Bank and card charges	898		943	
		<u>(898)</u>		<u>(943)</u>
DEFICIT FOR THE FINANCIAL YEAR				
		<u><u>(7,053)</u></u>		<u><u>(12,127)</u></u>

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2023

Contents

	Page
Company Information	1
Directors' Report	2–3
Accountant's Report	4
Income and Expenditure Account	5
Balance Sheet	6
Notes to the Financial Statements	7–8
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	9

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2023**

Directors

Ms Amanda Wallwork
Dr Angela Scott
Mr Michael Osmond
Mr David Carter
Ms Nancy Grace
Miss Louisa Carpenter
Mr David Wilkins
Ms Stella New
Mr Thomas Ellis-Jones
Mr Anthony Flux
Mr Robert Hughes

Company Number

06292060

Registered Office

217 Wakeham
Easton
Portland
Dorset
DT5 1HS

Accountants

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2023

The directors present their report and the financial statements for the year ended 31 December 2023 .

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork

Dr Angela Scott

Mr Michael Osmond

Ms Elizabeth Hardy Resigned 27/03/2023

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter

Mrs Julie Freeman Resigned 29/09/2023

Mr David Wilkins

Ms Stella New Appointed 13/09/2023

Mr Thomas Ellis-Jones Appointed 13/09/2023

Mr Anthony Flux Appointed 02/02/2024

Mr Robert Hughes Appointed 02/02/2024

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Portland Museum Trust
Directors' Report (continued)
For The Year Ended 31 December 2023**

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board

A M Scott

Dr Angela Scott

Director

10/02/2024

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2023**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2023

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2023 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust , as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust . You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

AR Accounting

12/02/2024

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

**Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2023**

	Notes	2023	2022
		£	£
TURNOVER		70,843	100,008
Cost of sales		(5,343)	(5,776)
		<hr/>	<hr/>
GROSS SURPLUS		65,500	94,232
Administrative expenses		(71,815)	(105,451)
		<hr/>	<hr/>
OPERATING DEFICIT		(6,315)	(11,219)
Other interest receivable and similar income		160	35
Interest payable and similar charges		(898)	(943)
		<hr/>	<hr/>
DEFICIT FOR THE FINANCIAL YEAR		<u>(7,053)</u>	<u>(12,127)</u>

The notes on pages 7 to 8 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2023**

		2023		2022	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	4		12,755		16,357
			12,755		16,357
CURRENT ASSETS					
Stocks	5	875		872	
Debtors	6	4,979		4,866	
Cash at bank and in hand		14,747		29,236	
		20,601		34,974	
Creditors: Amounts Falling Due Within One Year	7		(876)		(11,798)
NET CURRENT ASSETS (LIABILITIES)			19,725		23,176
TOTAL ASSETS LESS CURRENT LIABILITIES			32,480		39,533
NET ASSETS			32,480		39,533
Income and Expenditure Account			32,480		39,533
MEMBERS' FUNDS			32,480		39,533

For the year ending 31 December 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board

A M Scott

D J Carter

N L G m

Dr Angela Scott
Director

Mr David Carter
Director

Ms Nancy Grace
Director

10/02/2024

The notes on pages 7 to 8 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2023

1. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060 . The registered office is 217 Wakeham, Easton, Portland, Dorset, DT5 1HS.

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2.1. Basis of Preparation of Financial Statements

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Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

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Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
---------------------	---------------------------------

2.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

3. Average Number of Employees

Average number of employees, including directors, during the year was: 2 (2022: 2)

4. Tangible Assets

	Fixtures & Fittings
Cost	£
As at 1 January 2023	43,525
Additions	649
As at 31 December 2023	44,174
Depreciation	
As at 1 January 2023	27,168
Provided during the period	4,251
As at 31 December 2023	31,419
	...CONTINUED

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2023

Net Book Value

As at 31 December 2023	12,755
As at 1 January 2023	16,357

5. Stocks

	2023	2022
	£	£
Finished goods	875	872
	875	872

6. Debtors

	2023	2022
	£	£
Due within one year		
Prepayments and accrued income	4,979	4,866
	4,979	4,866

7. Creditors: Amounts Falling Due Within One Year

	2023	2022
	£	£
Trade creditors	11	80
Other taxes and social security	-	1,681
Accruals and deferred income	865	10,037
	876	11,798

8. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2023

	2023		2022	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,776		23,363
FoPM		185		345
Grants and donations received		46,882		76,300
		<u>70,843</u>		<u>100,008</u>
COST OF SALES				
Shop Purchases and events	5,343		5,776	
		<u>(5,343)</u>		<u>(5,776)</u>
GROSS SURPLUS				
		65,500		94,232
Administrative Expenses				
Wages and salaries	18,295		38,775	
Employers pensions - defined contributions scheme	569		522	
Project contractors	19,153		18,803	
Sub-contractors	12,320		-	
Travel expenses	973		103	
Light and heat	1,999		1,371	
Water rates	392		265	
Repairs and maintenance	429		8,684	
Gardening	-		208	
Waste removal	381		331	
Premises insurance	4,963		4,305	
Security and safety	690		497	
Work on collection	-		12,138	
Secretarial and office costs	2,362		3,432	
Marketing and project research costs	428		4,900	
Telecommunications and data costs	1,041		832	
IT resources	2,159		3,485	
Accountancy fees	680		680	
Legal and professional fees	90		180	
Subscriptions	450		476	
Depreciation	4,251		5,452	
Sundry expenses	190		12	
		<u>(71,815)</u>		<u>(105,451)</u>
OPERATING DEFICIT				
		(6,315)		(11,219)
Other interest receivable and similar income				
Bank interest receivable	160		35	
		<u>160</u>		<u>35</u>
Interest payable and similar charges				
Bank and card charges	898		943	
		<u>(898)</u>		<u>(943)</u>
DEFICIT FOR THE FINANCIAL YEAR				
		<u><u>(7,053)</u></u>		<u><u>(12,127)</u></u>

PORTLAND MUSEUM TRUST

England & Wales - Charity number 1132576

Accounts

PORTLAND MUSEUM TRUST

ANNUAL REPORT 2022

Annual Report 2022

1. Chairman's Report
2. About the Trust
3. Links to other Organisations
4. Grants and Donations
5. Events
6. Update of projects
7. 2022 Season
8. Income
9. Admissions
10. Friends of Portland Museum

1. Chairman's Report

This was a year of consolidation for the museum. It was the first year, post-pandemic, that the museum was able to open for the complete season. Any thought of 'returning to normal' were soon quashed. We realised last year, how much people seemed to have changed over the course of the pandemic, but we now realised that these changes were quite long term. The museum had to adapt the way it was run to accommodate these changes. Having been hopeful that all our shielding volunteers would return in 2022, many of them chose not to or were still shielding. Additionally, less new people came forward to volunteer than we were used to. Also, the incidence of covid remained quite high, resulting in a steady stream of staff and volunteers isolating with positive covid tests.

Following the award of a Heritage Lottery Grant for the 'Earl of Abergavenny' project at the end of 2021, our long term Museum Manager was appointed as Project Manager, remaining as Museum Manager for 1 day/week. A temporary part time Administrative Assistant was appointed to run the museum in her absence.

Despite all the covid generated problems, we managed to keep the museum open seven days/week and the visitors came in in reasonable numbers. Plenty of events were held over the course of the season and, as with 2021, I can write a pretty positive report though it is tinged with concerns for the long term financial position of the museum

2. About the Trust

Portland Museum Trust is a 'Not for Profit Company Limited by Guarantee', registered in June 2007, operating as an independent charitable trust. The Trust took over the management and operational responsibility for Portland Museum from Weymouth & Portland Borough Council in March 2008, under the terms of a 25 year lease. The Council remained the owner of the Museum until April 2019 when a Dorset-wide reorganization of local councils saw the abolition of Weymouth & Portland Borough Council, and the creation of the new Dorset Council. Portland Museum became an asset of Dorset Council, initially for an interim year. The lease

was sublet to Portland Town Council, an arrangement that has continued throughout 2022.

The Trust is a Registered Charity (No.1132576), and its operation is governed by its Memorandum and Articles of Association. Its objects are –

"The objects for which the Trust is formed are (but only in so far as the same are charitable): the advancement of the education of the public by providing and maintaining a museum of artefacts and specimens relating to the natural sciences, natural history, archaeology, literature, music, the fine and decorative arts, antiquities and local history relating in particular to the Island of Portland"

The Board of Trustees has 8 members, assisted by our Accountant, Adele Russell. The active recruitment drive for some new trustees continued to allow for imminent retirement of other trustees

- Angela Scott (Chair)
- Elizabeth Hardy (Company Secretary & Health and Safety)
- David Carter (Buildings and Maritime Collection)
- Mike Osmond (Finances)
- Nance Grace (Collection Care)
- Amanda Wallwork (link with b-side)
- Julie Freeman
- David Wilkins
- Louisa Carpenter (Retail Adviser)

3. Links to other Organisations

The Trust works with many other organisations, and is pleased to be associated with –

Dorset Council
St George's Church
Portland Town Council
Association of Independent
Museums (AIM)
Weymouth & Portland Heritage
Group
Weymouth LUNAR Society
Portland Court Leet
Sarah Acton
Nautical Archaeology Society
Dorset Museum
Royal Museums Greenwich
MSDS Marine
Receiver of Wreck
Nothe Fort

Arts Council England
Dorset Museums Association
Budmouth College
b-side

St Georges Heritage Study Centre,
Portland
St Georges School, Portland
b-side artist Christopher Lee
Aria Heals-Taylor
Historic England
Portland Bill Lighthouse
Modes
Shire Hall, Dorchester
Museum Association

4. Grants and Donations

The Trust is grateful for grants, donations and financial help from the following organisations -

- Portland Court Leet
- Dorset Museums Association
- Dorset Council
- Portland Town Council
- Various local groups (through David Carter's talks)
- Weymouth LUNAR Society
- National Lottery Heritage Fund
- Friends of Portland Museum
- Historic England

5. Events

- Talk on 'Earl of Abergavenny' by David Carter (February)
- Talks on the life of our museum founder and benefactor, Dr Marie Stopes in Sturminster Newton and Sherborne by David Carter (October)
- Platinum Jubilee Craft Event (May)
- Three tours of Rufus Castle (June/July)
- Bric-a-Brac sale in museum garden (July)
- Four Discussion Cafes with Sarah Acton and Portland residents - discussion of life & jobs on Portland in 1900s - recorded by a cameraman and an audio recorder to create a soundscape of stories (June to August)
- Dino Day Craft Event (August)
- b-side artist in garden - Christopher Lee (September)
- Heritage Open Day on theme of 'Astounding Inventions'. Marshall's Televisor and Mechanical Pencils recovered from the wreck of the 'Earl of Abergavenny' were showcased (September)
- Talk from Johanna Roethe, an Architectural Investigator, on St Andrews Church - organised by Friends of Portland Museum (September)
- Halloween craft event (October)
- Creative workshop with b-side artist Chris Lee (December)
- Six 'Paint your own Fossils' - children's craft events (November/December)
- Free hot drinks and biscuits were available for locals throughout winter 2022 for the 'warm banks' scheme ran through Island Community action

- **Over the course of 2022, sixteen events related to the ‘Earl of Abergavenny’ Project were delivered at various**

1. Wyke Regis Library, Weymouth – talk & pop-up display (May)
2. Budmouth Probus, Weymouth – talk (May)
3. Chesil Beach Centre, Weymouth - pop-up display (July)
4. Festival of British Archaeology, Corfe Castle - pop-up display (July)
5. Southwell Dog Show, Portland - pop-up display (August)
6. Friends of Weymouth Museum, Weymouth – talk (September)
7. Portland Probus, Weymouth – talk (September)
8. Nothe Fort Science Fair, Weymouth - pop-up display (October)
9. u3a Archaeology Group, Dorchester - pop-up display & talk (October)
10. Sherborne Historical Society - pop-up display (October)
11. u3a, Sturminster Newton - pop-up display (November)
12. Moose Lodge, Weymouth – talk (November)
13. Nautical Archaeology Society International Conference, Dublin – display (November)
14. Dorset Museum Association Conference, Wimborne – talk (December)
15. Langton Matravers Historical Society – talk & pop-up display (December)
16. Weymouth College – talk (December)

6. Update of projects

- Delayed Church Ope project was signed off in January (funded by Arts Council England)
- 3D scan of Rufus Castle was completed and loaded onto website in May (funded by Art Fund)
- Full Accreditation was awarded for a period of 5 years.
- ‘Protect our Pictures’ – a volunteer led project is ongoing. This project is allowing the museum’s old image collection of Portland pictures to be transferred to new museum quality albums (Funded by donations from the Court Leet & Aria Heals -Taylor)
- The museum was awarded £59,014 by the National Lottery Heritage Fund + £500 match funding from Weymouth LUNAR Society (December 2021) to launch a digital volunteering initiative and break down barriers to heritage: **‘Diving into the Digital Archives of the Earl of Abergavenny’**, working with partners – Nautical Archaeology Society and MSDS Marine the project using artefacts recovered from the wreck of the East India Company ship ‘Earl of Abergavenny’. Most of the project was completed in 2022. With the award of some extra funding by NLHF, it will be completed in 2023. Project included:

- o Recruitment of volunteers
- o Volunteer training in 3D digital photography
- o 3D imaging artefacts from the 'Earl of Abergavenny' and uploading them onto our website.
- o Volunteer training in the use of Modes and then recording the artefacts from the 'Earl of Abergavenny'
- o Volunteers training in Condition Assessment of artefacts
- o Outreach events
- o Talks to various local groups on the project

7. 2022 Season

During the 2022 season, the museum employed two part-time members of staff. Lucy Watkins worked 3 days/week as the Earl of Abergavenny Project Manager (financed by the NLHF grant) and 1 day/week as Museum Manager (financed by the museum). Chloe Taylor was employed as an Administrative Assistant by the museum for 4 days/week. Supported by volunteers, this level of staffing allowed the museum to be open 7 days/week during much of the season.

Grants

1. The award of the grant from NLHF to the museum at the end of 2021 was very exciting. It meant that the museum was going to be very busy throughout 2022. The first job for the Project Manager and David Carter (Trustee overseeing the 'Earl of Abergavenny' project who was one of the dive team, led by Edward Cumming, that surveyed and recovered a large number of artefacts from the wreck), was to recruit volunteers to take part in the skills training on **'Diving into the Digital Archives of the Earl of Abergavenny.'** Around 40 volunteers signed up and the majority stuck with the project.

The training on 3D digital photography was carried out by our partners, MSDS Marine. Using an iPad Pro and a specialised app, volunteers soon acquired the skills to produce stunning 3D images of the artefacts.

The volunteers also learned other key skills, including training in how to use Modes, an electronic data base for museum objects; Condition Assessment of objects and Collection Care.

Our other partner, the Nautical Archaeology Society produced a training manual on the above skills training that is now freely available to all on our newly revised website

This work continued on a smaller scale when the museum opened to the public. The upstairs office and work space proved to be very useful as it allowed project work to continue when visitors were in the rest of the museum.

Over the course of the year, David Carter and Lucy Watkins gave talks on the project to various groups and conferences. Additionally, they took the pop-up museum and a handling collection of Earl of Abergavenny objects to various events in the area, assisted by some of the project volunteers.

2. We are grateful to Portland Town Council for the generous donation of a grant of £3,000 in exchange for the museum giving all residents of Portland free entry to the museum.

3. We are also grateful to Dorchester Council for a grant of £5,000 as part of their Revenue Support Program.

Events

Over the course of 2022, we were able to carry out more events than we had in 2021. The threat of Covid had abated quite a bit, though there were still some outbreaks throughout the year, but not on the scale of 2021. We still maintained cleaning standards and kept the Perspex sheet at the front desk to protect our front of house staff. We had to cope with several Covid cases amongst staff and volunteers over the year.

We held three children's craft events in the museum garden and used a booking system to ensure that there were not too many people in the museum at any one time. Where possible, we held all events in the garden, including Sarah Acton's discussion cafes, the Bric-a-Brac sale and the b-side event with Christopher Lee.

The museum is grateful to Gerry Hinde, the owner of Rufus Castle, who kindly gave permission for the museum to take three groups of visitors for a tour around the inside of the ruins of the castle. These trips were very popular and thoroughly enjoyed by those people who participated.

Portland Museum continues to be part of Weymouth and Portland Heritage Group and participated in the national annual Heritage Open Day again. We are very grateful to one of our volunteers, Vicky Marshall, for the loan of a fascinating family heirloom '**Marshall's Televisor**' a mechanical television built by her father and uncle on Portland.

A new craft activity was started in 2022 - 'Paint your own Fossils'. This was organised by Chloe Taylor at weekends in November and December.

8. Income

The annual income for Portland Museum comes from a combination of small grants (not allocated to specific projects), donations, entrance fees and retail.

Income in 2022:

- Grant from Dorset Council: £5,000
- Grant from Portland Town Council: £3,000
- FOPM: £345
- Retail (purchase cost + profit + cash donations): £9,617
- Admissions: £13,173

9. Admissions

Adults: 3,349 Children : 1,212 of which 11% were Portlanders

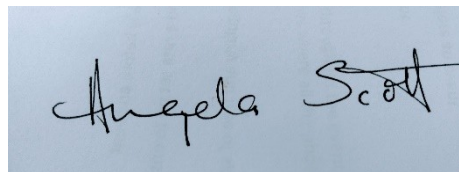
This figure is an underestimate of the total number of visitors as the entry recording system was new to many volunteers and occasionally, groups of visitors were recorded as 1 visitor only.

The breakdown of these numbers shows that 66% of visitors to the museum were adults and 33% were children, for both Portlanders and non-Portlanders.

11. Friends of Portland Museum

Portland Museum is very grateful to the Friends who have made a valuable contribution over many years. The members who have been running the Friends and said that they wish to stand down now and hand on the role to new people. The Friends and the museum would especially like to thank Pam Boyce as well as Jan and Les Sullivan for all their hard work over many years.

It is now time for the Friends to be taken forward by some new people in 2023

A rectangular image showing a handwritten signature in black ink on a light blue background. The signature reads "Angela Scott" in a cursive script.

Dr Angela Scott

Chair of Portland Museum Trustees

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2022

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2022**

Directors

Ms Amanda Wallwork
Dr Angela Scott
Mr Michael Osmond
Mr David Carter
Ms Nancy Grace
Miss Louisa Carpenter
Mrs Julie Freeman
Mr David Wilkins

Company Number

06292060

Registered Office

Hillgate House
2a Old Castle Road
Weymouth
Dorset
DT4 8QB

Accountants

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2022

The directors present their report and the financial statements for the year ended 31 December 2022.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork

Dr Angela Scott

Mr Michael Osmond

Ms Elizabeth Hardy Resigned 19/06/2023

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter Appointed 16/03/2022

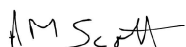
Mrs Julie Freeman Appointed 19/03/2022

Mr David Wilkins Appointed 19/03/2022

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board



Dr Angela Scott

Director

14/09/2023

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2022**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2022

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2022 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed



15/09/2023

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2022

	Notes	2022	2021
		£	£
TURNOVER		100,008	103,445
Cost of sales		(5,776)	(7,737)
		<hr/>	<hr/>
GROSS SURPLUS		94,232	95,708
Administrative expenses		(105,451)	(88,223)
		<hr/>	<hr/>
OPERATING (DEFICIT)/SURPLUS		(11,219)	7,485
Other interest receivable and similar income		35	-
Interest payable and similar charges		(943)	(1,073)
		<hr/>	<hr/>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u>(12,127)</u>	<u>6,412</u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2022**

	Notes	2022		2021	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	3		16,357		17,133
			16,357		17,133
CURRENT ASSETS					
Stocks	4	872		1,348	
Debtors	5	4,866		4,150	
Cash at bank and in hand		29,236		43,132	
			34,974		48,630
Creditors: Amounts Falling Due Within One Year	6		(11,798)		(14,103)
NET CURRENT ASSETS (LIABILITIES)			23,176		34,527
TOTAL ASSETS LESS CURRENT LIABILITIES			39,533		51,660
NET ASSETS			39,533		51,660
Income and Expenditure Account			39,533		51,660
MEMBERS' FUNDS			39,533		51,660

For the year ending 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board

AM Scott

David Carter

NL Grace

Dr Angela Scott
Director

Mr David Carter
Director

Ms Nancy Grace
Director

14/09/2023

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2022

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
---------------------	---------------------------------

1.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 2 (2021: 1)

3. Tangible Assets

	Fixtures & Fittings
	£
Cost	
As at 1 January 2022	38,849
Additions	4,676
As at 31 December 2022	43,525
Depreciation	
As at 1 January 2022	21,716
Provided during the period	5,452
As at 31 December 2022	27,168
Net Book Value	
As at 31 December 2022	16,357
As at 1 January 2022	17,133

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2022

4. Stocks

	2022	2021
	£	£
Stock - finished goods	872	1,348
	872	1,348
	872	1,348

5. Debtors

	2022	2021
	£	£
Due within one year		
Prepayments and accrued income	4,866	4,150
	4,866	4,150
	4,866	4,150

6. Creditors: Amounts Falling Due Within One Year

	2022	2021
	£	£
Trade creditors	80	75
Other taxes and social security	1,681	455
Accruals and deferred income	10,037	13,573
	11,798	14,103
	11,798	14,103

7. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060. The registered office is Hillgate House, 2a Old Castle Road, Weymouth, Dorset, DT4 8QB.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2022

	2022		2021	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,363		23,003
FoPM		345		358
Grants and donations received		76,300		80,084
		100,008		103,445
COST OF SALES				
Shop Purchases and events	5,776		7,737	
		(5,776)		(7,737)
GROSS SURPLUS				
		94,232		95,708
Administrative Expenses				
Wages and salaries	38,775		15,166	
Employers pensions - defined contributions scheme	522		-	
Project contractors	18,803		-	
Volunteers expenses	-		10	
Travel expenses	103		566	
Rent, rates and meeting expenses	-		29	
Light and heat	1,371		1,730	
Water rates	265		138	
Repairs and maintenance	8,684		10,257	
Gardening	208		150	
Waste removal	331		398	
Premises insurance	4,305		3,953	
Security and safety	497		599	
Work on collection	12,138		36,231	
Secretarial and office costs	3,432		4,248	
Marketing and project research costs	4,900		5,412	
Telecommunications and data costs	832		610	
IT resources	3,485		1,975	
Accountancy fees	680		660	
Legal and professional fees	180		180	
Subscriptions	476		188	
Depreciation	5,452		5,711	
Sundry expenses	12		12	
		(105,451)		(88,223)
OPERATING (DEFICIT)/SURPLUS				
		(11,219)		7,485
Other interest receivable and similar income				
Bank interest receivable	35		-	
		35		-
Interest payable and similar expenses				
Bank and card charges	943		1,073	
		(943)		(1,073)
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR				
		(12,127)		6,412

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2022

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
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**Portland Museum Trust
Company Information
For The Year Ended 31 December 2022**

Directors

Ms Amanda Wallwork
Dr Angela Scott
Mr Michael Osmond
Mr David Carter
Ms Nancy Grace
Miss Louisa Carpenter
Mrs Julie Freeman
Mr David Wilkins

Company Number

06292060

Registered Office

Hillgate House
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Dorset
DT4 8QB

Accountants

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2022

The directors present their report and the financial statements for the year ended 31 December 2022.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

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Directors

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Dr Angela Scott

Mr Michael Osmond

Ms Elizabeth Hardy Resigned 19/06/2023

Mr David Carter

Ms Nancy Grace

Miss Louisa Carpenter Appointed 16/03/2022

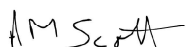
Mrs Julie Freeman Appointed 19/03/2022

Mr David Wilkins Appointed 19/03/2022

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board



Dr Angela Scott

Director

14/09/2023

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2022**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2022

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2022 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

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Signed



15/09/2023

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2022

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The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As At 31 December 2022**

		2022		2021	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	3		16,357		17,133
			16,357		17,133
CURRENT ASSETS					
Stocks	4	872		1,348	
Debtors	5	4,866		4,150	
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		34,974		48,630	
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TOTAL ASSETS LESS CURRENT LIABILITIES			39,533		51,660
NET ASSETS			39,533		51,660
Income and Expenditure Account			39,533		51,660
MEMBERS' FUNDS			39,533		51,660

For the year ending 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

On behalf of the board

AM Scott

David Carter

NL Grace

Dr Angela Scott
Director

Mr David Carter
Director

Ms Nancy Grace
Director

14/09/2023

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2022

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

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3. Tangible Assets

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As at 31 December 2022	43,525
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As at 1 January 2022	21,716
Provided during the period	5,452
As at 31 December 2022	27,168
Net Book Value	
As at 31 December 2022	16,357
As at 1 January 2022	17,133

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2022

4. Stocks

	2022	2021
	£	£
Stock - finished goods	872	1,348
	872	1,348
	872	1,348

5. Debtors

	2022	2021
	£	£
Due within one year		
Prepayments and accrued income	4,866	4,150
	4,866	4,150
	4,866	4,150

6. Creditors: Amounts Falling Due Within One Year

	2022	2021
	£	£
Trade creditors	80	75
Other taxes and social security	1,681	455
Accruals and deferred income	10,037	13,573
	11,798	14,103
	11,798	14,103

7. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060. The registered office is Hillgate House, 2a Old Castle Road, Weymouth, Dorset, DT4 8QB.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2022

	2022		2021	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,363		23,003
FoPM		345		358
Grants and donations received		76,300		80,084
		100,008		103,445
COST OF SALES				
Shop Purchases and events	5,776		7,737	
		(5,776)		(7,737)
GROSS SURPLUS				
		94,232		95,708
Administrative Expenses				
Wages and salaries	38,775		15,166	
Employers pensions - defined contributions scheme	522		-	
Project contractors	18,803		-	
Volunteers expenses	-		10	
Travel expenses	103		566	
Rent, rates and meeting expenses	-		29	
Light and heat	1,371		1,730	
Water rates	265		138	
Repairs and maintenance	8,684		10,257	
Gardening	208		150	
Waste removal	331		398	
Premises insurance	4,305		3,953	
Security and safety	497		599	
Work on collection	12,138		36,231	
Secretarial and office costs	3,432		4,248	
Marketing and project research costs	4,900		5,412	
Telecommunications and data costs	832		610	
IT resources	3,485		1,975	
Accountancy fees	680		660	
Legal and professional fees	180		180	
Subscriptions	476		188	
Depreciation	5,452		5,711	
Sundry expenses	12		12	
		(105,451)		(88,223)
OPERATING (DEFICIT)/SURPLUS				
		(11,219)		7,485
Other interest receivable and similar income				
Bank interest receivable	35		-	
		35		-
Interest payable and similar expenses				
Bank and card charges	943		1,073	
		(943)		(1,073)
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR				
		(12,127)		6,412

PORTLAND MUSEUM TRUST

England & Wales - Charity number 1132576

Accounts

PORTLAND MUSEUM TRUST

ANNUAL REPORT 2021

**CHAIRMAN'S REPORT AND REVIEW OF THE
YEAR
FOR THE CHARITY COMMISSION**

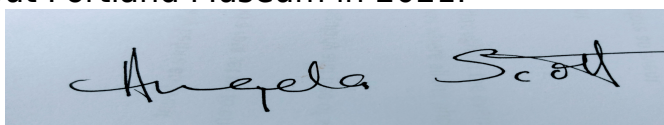
After the Covid-19 pandemic forced the complete closure of the museum in 2020 we were delighted to welcome back visitors following the government's permission for reopening on the 17th May.

Following all the changes to improving accessibility that had taken place in some of the museum galleries while we were closed, it was a last-minute scramble to get everything ship-shape and cleaned to the new, high standards required to control the spread of Covid-19. Staff, volunteers and trustees worked exceptionally hard to be ready, installing new signage and introducing social distancing measures and hand sanitising stations amongst other control systems.

It was wonderful to find that visitors were as keen to come into the museum as we were to have them there.

All in all, the season went well. Visitor numbers were understandably down but still very encouraging and the resultant income was as good as we could have hoped for. We had to contend with volunteers and staff isolating at various times due to Covid-19, but we managed to keep the museum open seven days a week throughout the season.

On reflection, I feel we can be justifiably proud of what we achieved and the progress that we made over the year. My thanks go to the staff, volunteers and fellow trustees for all the hard work that has enabled me to write such a positive report about Portland Museum in 2021.

A rectangular box containing a handwritten signature in black ink that reads "Angela Scott".

Dr Angela Scott
Chair of Trustees
Portland Museum

Make up of Board

The Board of Trustees currently has 6 members, assisted by our accountant, Adele Russell.

Towards the end of 2021, there has been an active recruitment drive for some new trustees to assist the current members of the board.

The 2021 board members were: Angela Scott (Chair)
Elizabeth Hardy (Company Secretary)
Mike Osmond
David Carter
Nancy Grace
Amanda Wallwork

Although not relevant to this report, in 2022 we appointed a further two trustees after a successful recruitment drive.

Grants

2021 was a busy year with several of the grants awarded in the preceding two years completed. This resulted in much tying up of loose ends, balancing of budgets and administration completion.

1. The History, Myths and Legends of Church Ope Cove

This Arts Council England grant was originally awarded to the museum in 2019 and was due for completion in 2020. Due to the Covid-19 pandemic ACE granted us a year's extension until the end of 2021.

During 2021, the new, portable interpretation was completed and proved extremely useful at outdoor events. Additionally, Spike Golding designed and produced the excellent and popular Church Ope Cove souvenir publication, which has been much admired by all. The publications have sold well in our shop and made us think more about how we can increase retail sales and thereby our income. Spike also carried out a much needed refresh of the museum website, which, alongside our social media channels, has resulted in increased viewings and a widening of our online audience.

Children of local families produced some wonderful illustrations which were made into a collage by volunteer and designer, Freya Rochfort, and printed onto the new Church Ope themed donation box. Modification of the donation box means that it makes a hungry roar when a coin is inserted and there is also a card payment function to facilitate electronic donations. Again, this is a new method we have utilised to increase our income.

Artist Dan Shorten produced and projected his animation with sound, Of Sea & Stone, onto Rufus Castle and inside Avice's Cottage during the postponed b-side 21 festival. This was highly successful as described in the Events section of this report.

Church Ope project research co-ordinator, Bea Moyes, completed her digital research report and co-ordinated a successful trip to London in October for the Church Ope project volunteers. She escorted and guided the research volunteers on an investigative trip to Royal Maritime Greenwich to find out which types of new and emerging digital technologies may merit use in Portland Museum displays of the future.

2. Pop-up museum

This project was completed early in 2021, allowing the pop-up to be taken out to a diverse set of events throughout the year.

The pop-up banner designs were completed by Freya Rochfort and the final purchases of equipment made. These purchases included a gazebo and various packing materials to safely house collection items in transit.

Portland Museum was very grateful for this grant which was awarded to us by South West Museums Development as part of their Recovery Fund

3. ACE Cultural Recovery Fund Grant

This grant was awarded to Portland Museum in 2020, and, amongst other things, allowed us to move the collection housed in the upstairs maritime gallery, downstairs into a new, ground floor location. This resulted in a whole section of the museum collection being made accessible to wheelchair users. Additionally, there was money for collections work, including the updating of Modes - the collections management system used by many accredited museums.

The work was completed in the first half of the year and the museum was ready for opening on 17th May 2021, the first day granted by the government for reopening. The museum looked fabulous and to see the collection of the new maritime gallery made accessible to a new audience felt like a real achievement to visitors, volunteers, trustees and staff alike.

The standard of cleanliness required, due to Covid-19, was very high. Portland Museum attained Visit Britain's 'Good to Go' status to reassure visitors they would have a safe viewing experience.

Continual seven day a week opening was achieved throughout the season by the hiring of a full time operations assistant. She worked successfully to support the volunteers and museum manager in the day to day running of the museum.

4. Rufus Castle 3D scan

In 2020, Portland Museum was awarded an Art Fund grant to produce a 3D virtual tour of nearby Rufus Castle via its website. The idea behind the application was that it would make, in digital form, accessible a physically inaccessible site (the castle is situated on a precarious cliff top and located on private land). The completion of this exciting project was delayed until 2021 as production partners, Guildhall Live, were unable to travel out of London due to the pandemic. Following completion of the 3D Lidar scan, archaeologist Gordon Le-Pard supplied an audio guide for the castle tour. This was augmented by museum volunteer, Alan Tune, who shared his memories of playing in the castle as a 10 year old during the 1950s.

The complete [virtual tour of Rufus Castle](#), plus a downloadable model to make at home, is available now via Portland Museum's website.

Completion of all these projects ended the busiest, most successful period of funded projects that the museum has ever had.

Driven by the success of the previous awards, at the end of 2021, the museum applied for, and won another; this time for £59,014 from the National Lottery Heritage Fund to launch a digital volunteering initiative and break down barriers to heritage.

The project, *Diving into the Digital Archives of the Earl of Abergavenny*, was designed by Trustee, David Carter, and its aim is to raise digital skills and confidence across the whole UK heritage sector.

Portland Museum, with its partners, the Nautical Archaeology Society and MSDS Marine, will be training volunteers to 3D scan objects excavated from the shipwreck of the Earl of Abergavenny. The collection will also be digitally recorded to Modes, (the museum's collection management system) with the images and accompanying interpretation uploaded to 3D modelling platform, Sketchfab, which will be embedded into the museum's website. By making the digital images available online they will be accessible to a global audience, thereby raising the profile of the museum through the development of new digital skills for volunteers.

We will also be sharing the process with other heritage organisations via a video film produced by Pageant Productions.

This project will be spread across 2022 and into 2023 and the museum looks forward to reporting on its progress in the 2022 Annual Report.

Events in 2021

After complete closure of the museum in 2020 due to Covid-19, it was good to start welcoming visitors back to Portland Museum after the government allowed us to reopen under controlled conditions. We were keen to restart events but were aware that any return to normality was not going to happen in 2021 due to the number of Covid-19 cases continuing to rise and fall around the country.

For this reason, we looked to use the museum garden as much as possible for outdoor events, rather than having people crowded into the small museum galleries. Additionally, we made use of our pop up museum to take the collection to outdoor events in the community.

It was disappointing that we couldn't recommence our popular school/educational visits but we felt it would have been impossible to keep children and older adult volunteers adequately safe in the small space of the museum.

The pop up museum was used four times at various locations around Portland and allowed people to find out about the museum and look at some of our exhibits. It was taken to a music festival at Fancy's Farm, the Family Science Fair at the Nothe Fort, the Christmas Fair at Portland Castle and the Portland Christmas Sparkle in Easton Gardens. All the events were very successful and well attended.

The museum has a beautiful garden which is well maintained by our excellent volunteer garden team. It proved to be a very valuable asset in 2021. A range of events were held outside:

Writer, Sarah Acton, continued her involvement with Portland Museum, holding two Heart of Stone Discussion Cafes, joining together in conversation some of the local, pre-mechanisation quarrymen with interested members of the public. The discussion cafes were used to celebrate men and women from Portland whose lives were based around Portland Stone. They were popular as they allowed visitors to hear some fascinating stories about what it was like to work in the quarries.

We held a much reduced Dino Day (our annual fund raiser with a dinosaur theme) during the summer holidays. This was always the most popular event in the museum's calendar. Due to Covid-19, again this was a much reduced affair with a smaller number of children being able to book places in the morning and afternoon sessions. Despite this, all the children enjoyed the crafts and dinosaur hunt that were staged to entertain them and the volunteers were happy to have some semblance of normality restored after the strange experience of living through repeated lockdowns.

A new type of event was a Wildworks Activity Day hosted in the museum garden. This biodiversity themed event ran as part of landscape theatre producers, 'Wildworks' community art project, 'Earthlings Assemble!' The event was facilitated by local artist, Sophie Fretwell. Illustrations crafted by children who attended the event were projected onto the Old Higher Lighthouse as part of b-side 21 festival.

b-side held a pared back festival in 2021 as the usual biannual festival, which should have happened in 2020, had been postponed. We were delighted that this allowed the museum to complete the delayed, final part of our Church Ope project. This involved four days of Church Ope themed arts events based in the museum and at Rufus Castle. Dan Shorten from Guildhall Live Events had been commissioned by the museum and b-side, in 2019, to produce an animated projection onto Rufus Castle for the 2020 festival. The animation, 'Of Sea & Stone', was

projected onto the castle walls over two evenings to about 450 visitors. It was a poignant and moving projection, inspired by the local surroundings, that was much admired by the audience and received wide and positive publicity. It was also projected inside one of the cottages (Avice's Cottage) that make up Portland Museum for four weeks following the festival and proved very popular with visitors.

Heritage Open Days coincided with b-side 21 festival. On the Sunday, the projection in Avice's Cottage was accompanied by live, improvised music by pianist, Julie Lewis. The moving images from Of Sea & Stone inspired the improvisations. The unique ambience created by coupling of music and moving images provoked exceptional feedback from visitors. The museum team was pleased with the audience response to a form of engagement we had not tried before.

Other b-side events held in the museum garden comprised two workshops which were both forums for 18 -24-year-olds and over 55s to discuss the topic 'What does Portland Mean to You?' They were run by artist duo, Promenade, and facilitated by new curator, Bobby Searle.

Four guided walks were run by the museum and were all sell outs. Two of the walks around Church Ope Cove and the surrounding area were led by research volunteer, Helena Berry. These formed part of the ACE funded Church Ope project.

Archaeologist, Gordon le Pard, led the other two guided walks around nearby Rufus Castle.

Operational Season

The museum opened for the season on 17th May 2021. Stringent cleaning rotas, hand sanitising and mask wearing were maintained throughout the season as the threat of Covid-19 was ever present. With two part time members of staff and a few volunteers who were not shielding, the museum was kept open seven days a week until the end of October. After Halloween, the museum opened a couple of days a week until it finally closed for Christmas.

The number of visitors throughout the year was just over 4,000. This figure included the people who came into the museum for the b-side festival events. Though we were delighted with that number it was less than in previous years.

However, the drop in number could be accounted for by the absence of school visits and our usually very busy children's events. This was accompanied by the understandable apprehensiveness of some older people to potentially expose themselves to Covid-19 in a closed

environment even if there was a comprehensive virus mitigation system in place.

A new payment system was introduced for entrance fees and shop sales. An iPad, purchased with money from the CRF grant was linked to a card reader. This enabled visitors to easily make card payments as opposed to using cash, (which, incidentally, we still take). Most visitors opted to use the electronic system.

Using a card payment system has changed the whole operation of cashing up at the end of the day. Neither volunteers or staff have to spend at least half an hour at the end of each day counting the takings and attempting to balance it with a conventional till printout.

Covid-19 accelerated the use of contactless card payments which avoids people having to handle cash. The card reader system has also made gathering visitor and income statistics much simpler as everything is recorded on the system and can be more easily accessed.

Visitor numbers

Adults -2,200

Concession - 950

Children - 530

Portland Adults - 285

Portland Children - 36

Total visitors - 4,001

We are grateful to Portland Town Council for awarding the museum a generous grant, which has enabled us to give free admission to Portlanders. This was understandably well received by local people.

Income

The visitor takings were in the order of £9,500 and shop sales in the order of £9,000.

The museum has continued to focus on locally made crafts and books. Many thanks again to volunteer, Diana Souster, for purchasing stock and managing the shop. We were delighted with the money that was taken in the shop. Following lock-down, visitors seemed pleased to have somewhere to spend their money.

We are grateful to the Penn Estate for the donation of 150 Church Ope themed children's activity books. These were sold in the shop and proved very popular.

Closed season

Due to the extended open season, there was little time left of 2021. But various collections tasks took place, including the transfer and cataloguing of old postcards and photos. The images were placed into museum standard albums purchased with a £500 donation from the Court Leet and some of the £450 raised by our amazing, young fundraiser, Aria Heals-Taylor, aged just eight years old!

This work was carried out by some of our back of house volunteers, including Chloe Taylor, with the idea of protecting the images and making them more easily searchable by members of the public.

Volunteer, Charlie Cross, completed a spreadsheet that has recorded the greater part of the museum's image collection: some 1,600 records, and, another young volunteer, Rachel Elam, followed up with more work on the recorded images.

Other work that was carried out included regular environmental monitoring and updating the paper and electronic records of a backlog of collection items.

Additionally, collections were reviewed to plan improvements to display and interpretation as and when funds become available.

The extra space in the relocated office upstairs in Marie Stopes Cottage allowed these tasks to be completed with ease on the work tables that were made available in the office.

Towards the end of the year, our manager, Lucy Watkins, began preparatory work for management of the Earl of Abergavenny project that was due to start in 2022. Plans were also made to appoint a temporary assistant in 2022 to carry out Lucy's museum roles for the duration of the Earl of Abergavenny project.

The Dorset Museums Association held its AGM in December at the refurbished Dorset Museum. Portland Museum was invited to talk to the members present about the Rufus Castle 3D virtual tour project. The presentation was well received with the experiences of producing the tour shared with members of the various heritage organisations.

Volunteers, staff and trustees had the opportunity to carry out a lot of online training which was being offered by organisations such as SWMD (South West Museum Development) and the Collections Trust. Online training was one of the few positives to come out of the pandemic as it was easy to attend sessions on topics such as Collection Care, Diversity and Inclusivity, and Decolonisation, via Zoom.

Volunteers

Many of the museum's volunteers were shielding in 2021 due to age or health conditions. However, quite a few were happy to return and enjoy

the social opportunities that working in the museum offers. The team worked hard to welcome visitors back into the museum and to keep it spotlessly clean. During this time, it was pleasing to note that several new volunteers joined the museum team and our Trip Advisor ratings stayed high. However, it would have proved difficult to maintain seven day a week opening without the funding for a full time operations assistant to support the volunteers made available by the CRF award.

Audience engagement

Audience engagement via social media continued to grow with an increasing number of followers and lots of comments and queries being posted and answered by volunteers, staff and trustees. The museum's Twitter account accumulated over 500 followers and Facebook, 2,000.

Friends of Portland Museum

There were 60 people who continued to contribute to The Friends of Portland Museum. There were no talks in 2021, though the Friends were invited to a drinks reception in the garden of the museum during the b-side 21 festival. We are very grateful to the Friends for their continued support of Portland Museum. £485 was collected in membership fees.

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2021

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8–9

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2021**

Directors	Ms Amanda Wallwork Dr Angela Scott Mr Michael Osmond Ms Elizabeth Hardy Mr David Carter Ms Nancy Grace
Secretary	Ms Elizabeth Hardy
Company Number	06292060
Registered Office	Hillgate House 2a Old Castle Road Weymouth Dorset DT4 8QB
Accountants	AR Accounting Chartered Accountant & Tax Adviser 16 Fisherbridge Road Preston Weymouth DT3 6BT

**Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2021**

The directors present their report and the financial statements for the year ended 31 December 2021.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork	APPOINTED	17/01/2021
Dr Angela Scott		
Mr Michael Osmond		
Ms Elizabeth Hardy		
Mr David Carter		
Ms Nancy Grace	APPOINTED	14/07/2021

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board

Dr Angela Scott

Director

21/08/2022

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2021**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2021

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2021 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

22/08/2022

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2021

	Notes	2021 £	2020 £
TURNOVER		103,445	69,274
Cost of sales		<u>(7,737)</u>	<u>(265)</u>
GROSS SURPLUS		95,708	69,009
Administrative expenses		<u>(88,223)</u>	<u>(69,774)</u>
OPERATING SURPLUS/(DEFICIT)		7,485	(765)
Other interest receivable and similar income		-	9
Interest payable and similar charges		<u>(1,073)</u>	<u>(635)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u><u>6,412</u></u>	<u><u>(1,391)</u></u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As at 31 December 2021**

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	3		17,133		3,599
			17,133		3,599
CURRENT ASSETS					
Stocks	4	1,348		1,596	
Debtors	5	4,150		3,798	
Cash at bank and in hand		43,132		100,983	
		48,630		106,377	
Creditors: Amounts Falling Due Within One Year	6	(14,103)		(64,728)	
NET CURRENT ASSETS (LIABILITIES)			34,527		41,649
TOTAL ASSETS LESS CURRENT LIABILITIES			51,660		45,248
NET ASSETS			51,660		45,248
Income and Expenditure Account			51,660		45,248
MEMBERS' FUNDS			51,660		45,248

For the year ending 31 December 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board

Dr Angela Scott

Director

21/08/2022

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2021

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
---------------------	---------------------------------

1.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 1 (2020: 1)

3. Tangible Assets

	Fixtures & Fittings
	£
Cost	
As at 1 January 2021	19,604
Additions	19,245
As at 31 December 2021	38,849
Depreciation	
As at 1 January 2021	16,005
Provided during the period	5,711
As at 31 December 2021	21,716
Net Book Value	
As at 31 December 2021	17,133
As at 1 January 2021	3,599

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2021

4. Stocks

	2021	2020
	£	£
Stock - finished goods	1,348	1,596
	1,348	1,596
	1,348	1,596

5. Debtors

	2021	2020
	£	£
Due within one year		
Prepayments and accrued income	4,150	3,798
	4,150	3,798
	4,150	3,798

6. Creditors: Amounts Falling Due Within One Year

	2021	2020
	£	£
Trade creditors	75	892
Other taxes and social security	455	170
Accruals and deferred income	13,573	63,666
	14,103	64,728
	14,103	64,728

7. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060. The registered office is Hilgate House, 2a Old Castle Road, Weymouth, Dorset, DT4 8QB.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2021

	2021		2020	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,003		50
FoPM		358		382
Grants and donations received		80,084		68,842
		103,445		69,274
COST OF SALES				
Shop Purchases and events	7,737		265	
		(7,737)		(265)
GROSS SURPLUS				
		95,708		69,009
Administrative Expenses				
Wages and salaries	15,166		12,031	
Volunteers expenses	10		10	
Travel expenses	566		-	
Rent, rates and meeting expenses	29		19	
Light and heat	1,730		757	
Water rates	138		172	
Repairs and maintenance	10,257		40,296	
Gardening	150		-	
Waste removal	398		45	
Premises insurance	3,953		3,571	
Security and safety	599		927	
Work on collection	36,231		4,293	
Secretarial and office costs	4,248		725	
Marketing and project research costs	5,412		3,523	
Telecommunications and data costs	610		621	
IT resources	1,975		493	
Accountancy fees	660		495	
Legal and professional fees	180		207	
Subscriptions	188		253	
Depreciation	5,711		1,200	
Sundry expenses	12		136	
		(88,223)		(69,774)
OPERATING SURPLUS/(DEFICIT)				
		7,485		(765)
Other interest receivable and similar income				
Bank interest receivable	-		9	
		-		9

9
...CONTINUED

Portland Museum Trust
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 December 2021

Interest payable and similar expenses

Bank and card charges	<u>1,073</u>	<u>635</u>
	<u>(1,073)</u>	<u>(635)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u><u>6,412</u></u>	<u><u>(1,391)</u></u>

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2021

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6–7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8–9

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2021**

Directors	Ms Amanda Wallwork Dr Angela Scott Mr Michael Osmond Ms Elizabeth Hardy Mr David Carter Ms Nancy Grace
Secretary	Ms Elizabeth Hardy
Company Number	06292060
Registered Office	Hillgate House 2a Old Castle Road Weymouth Dorset DT4 8QB
Accountants	AR Accounting Chartered Accountant & Tax Adviser 16 Fisherbridge Road Preston Weymouth DT3 6BT

**Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2021**

The directors present their report and the financial statements for the year ended 31 December 2021.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

The directors who held office during the year were as follows:

Ms Amanda Wallwork	APPOINTED	17/01/2021
Dr Angela Scott		
Mr Michael Osmond		
Ms Elizabeth Hardy		
Mr David Carter		
Ms Nancy Grace	APPOINTED	14/07/2021

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board

Dr Angela Scott

Director

21/08/2022

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2021**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2021

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2021 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

22/08/2022

AR Accounting
Chartered Accountant & Tax Adviser
16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2021

	Notes	2021	2020
		£	£
TURNOVER		103,445	69,274
Cost of sales		<u>(7,737)</u>	<u>(265)</u>
GROSS SURPLUS		95,708	69,009
Administrative expenses		<u>(88,223)</u>	<u>(69,774)</u>
OPERATING SURPLUS/(DEFICIT)		7,485	(765)
Other interest receivable and similar income		-	9
Interest payable and similar charges		<u>(1,073)</u>	<u>(635)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		<u><u>6,412</u></u>	<u><u>(1,391)</u></u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As at 31 December 2021**

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	3		17,133		3,599
			17,133		3,599
CURRENT ASSETS					
Stocks	4	1,348		1,596	
Debtors	5	4,150		3,798	
Cash at bank and in hand		43,132		100,983	
		48,630		106,377	
Creditors: Amounts Falling Due Within One Year	6		(14,103)		(64,728)
NET CURRENT ASSETS (LIABILITIES)			34,527		41,649
TOTAL ASSETS LESS CURRENT LIABILITIES			51,660		45,248
NET ASSETS			51,660		45,248
Income and Expenditure Account			51,660		45,248
MEMBERS' FUNDS			51,660		45,248

For the year ending 31 December 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

On behalf of the board

Dr Angela Scott

Director

21/08/2022

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2021

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings	25% on a reducing balance basis
---------------------	---------------------------------

1.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 1 (2020: 1)

3. Tangible Assets

	Fixtures & Fittings £
Cost	
As at 1 January 2021	19,604
Additions	19,245
As at 31 December 2021	38,849
Depreciation	
As at 1 January 2021	16,005
Provided during the period	5,711
As at 31 December 2021	21,716
Net Book Value	
As at 31 December 2021	17,133
As at 1 January 2021	3,599

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2021

4. Stocks

	2021	2020
	£	£
Stock - finished goods	1,348	1,596
	1,348	1,596
	1,348	1,596

5. Debtors

	2021	2020
	£	£
Due within one year		
Prepayments and accrued income	4,150	3,798
	4,150	3,798
	4,150	3,798

6. Creditors: Amounts Falling Due Within One Year

	2021	2020
	£	£
Trade creditors	75	892
Other taxes and social security	455	170
Accruals and deferred income	13,573	63,666
	14,103	64,728
	14,103	64,728

7. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060. The registered office is Hilgate House, 2a Old Castle Road, Weymouth, Dorset, DT4 8QB.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2021

	2021		2020	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		23,003		50
FoPM		358		382
Grants and donations received		80,084		68,842
		103,445		69,274
COST OF SALES				
Shop Purchases and events	7,737		265	
		(7,737)		(265)
GROSS SURPLUS				
		95,708		69,009
Administrative Expenses				
Wages and salaries	15,166		12,031	
Volunteers expenses	10		10	
Travel expenses	566		-	
Rent, rates and meeting expenses	29		19	
Light and heat	1,730		757	
Water rates	138		172	
Repairs and maintenance	10,257		40,296	
Gardening	150		-	
Waste removal	398		45	
Premises insurance	3,953		3,571	
Security and safety	599		927	
Work on collection	36,231		4,293	
Secretarial and office costs	4,248		725	
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Telecommunications and data costs	610		621	
IT resources	1,975		493	
Accountancy fees	660		495	
Legal and professional fees	180		207	
Subscriptions	188		253	
Depreciation	5,711		1,200	
Sundry expenses	12		136	
		(88,223)		(69,774)
OPERATING SURPLUS/(DEFICIT)				
		7,485		(765)
Other interest receivable and similar income				
Bank interest receivable	-		9	
		-		9

9
...CONTINUED

Portland Museum Trust
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 December 2021

Interest payable and similar expenses

Bank and card charges	<u>1,073</u>	<u>635</u>
	<u>(1,073)</u>	<u>(635)</u>
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	<u><u>6,412</u></u>	<u><u>(1,391)</u></u>

PORTLAND MUSEUM TRUST

England & Wales - Charity number 1132576

Accounts

PORTLAND MUSEUM
TRUST

ANNUAL REPORT
2020

ANNUAL REPORT

1.ABOUT THE TRUST

Portland Museum Trust is a 'Not for Profit Company Limited by Guarantee', registered in June 2007, operating as an independent charitable trust. The Trust took over the management and operational responsibility for Portland Museum from Weymouth & Portland Borough Council in March 2008, under the terms of a 25 year lease. The Council remained the owner of the Museum until April 2019 when a Dorset-wide reorganization of local councils saw the abolition of Weymouth & Portland Borough Council, and the creation of the new Dorset Council. Portland Museum became an asset of Dorset Council for an interim year, after which its future ownership was due to be decided in April 2020. It is hoped that PTC will eventually take over the ownership of the museum.

The Trust is a Registered Charity (No.1132576), and its operation is governed by its Memorandum and Articles of Association. Its objects are –

“The objects for which the Trust is formed are (but only in so far as the same are charitable): the advancement of the education of the public by providing and maintaining a museum of artefacts and specimens relating to the natural sciences, natural history, archaeology, literature, music, the fine and decorative arts, antiquities and local history relating in particular to the Island of Portland”

There are currently 6 directors of the Trust, who form the Board. They are: -

Angela Scott (Chair)

Mike Osmond, (Finance Director)

Elizabeth Hardy (Company Secretary)

David Carter, Amanda Wallwork, Nancy Grace

In addition, Gerry Hinde acts as an Advisor to the Trust

Formal board meetings are held every two months. Individual directors have specific responsibilities. The Museums Adviser for Bournemouth, Dorset and Poole, Vicky de Wit, is a mentor to the Trust and offers curatorial support and professional advice. The Trust has developed a working relationship with Portland Town Council ahead of the proposed transfer of the Museum, and it is hoped that this partnership will bring many benefits to the Portland community.

The Trust employs one part time member of staff, Lucy Watkins, to manage the office administration and oversee operational activities, directing the work of around 30 volunteers. Additionally in 2020, a few parttime contractors were employed as Lucy has been employed as a parttime project manager to oversee the various projects being carried out in the Museum during the 2020 Covid enforced closure.

2. CHAIRMAN'S REPORT AND REVIEW OF THE YEAR

2020 has been a very strange year for, not only for Portland Museum, but the whole world. Having started 2020 with high hopes for the upcoming season with brand new windows, doors and carpets in place, everything changed in March. The dreadful pandemic of Covid-19 sent the country into complete lockdown on March 23rd. At the time, we had no idea how long term the situation was to last, but we realised that we probably wouldn't be opening in April as we had planned.

As the whole reality of the situation kicked in, we all rapidly learned to use Zoom to enable us to communicate when we couldn't leave our houses. It was decided that we could either sink or swim, all of us opting for the latter.

With the Museum closed, we had lost our source of income. However, due to careful management of the funds by the Trust in previous years, we had some reserves and decided that they should be used when needed, as this was an unprecedented emergency. Our Manager, Lucy Watkins, was not furloughed as we needed her drive and enthusiasm to keep the Museum and collection safe when we were closed. Thankfully, various funding opportunities gradually became available.

An initial Government Grant of £10,000 to small businesses was most welcome and eased the situation. An initial application to the Arts Council England (ACE) for Covid-19 support was unsuccessful but a subsequent application to their Culture Recovery Fund was successful and we were awarded a grant for £71,000. This enabled two major projects to be carried out. Firstly, the Maritime Gallery was relocated to the downstairs office and the office was relocated upstairs to the Maritime Gallery. Secondly, a huge amount of work was done on Collection Care, checking the location and condition of objects, improving the paperwork and transferring the records onto Modes. Additionally, the funds were available for the purchase of a new garden store which is waterproof with both heating and lighting. It can now successfully be used for storage, safe in the knowledge that the items are being stored in a safe, dry environment.

All this work was overseen by our manager as the funding allowed us to employ her fulltime, along with collection care staff and contractors to do small building jobs, painting and clearing works. Covid-limits on the number of people allowed to work in the Museum at any one time slowed the pace at which this work could be carried out and so an extension of three months was granted by ACE until June 2021.

As well as this large grant from ACE, we secured 3 other small grants: one from the SW Development Fund to produce a popup museum allowing us to take some of the collection out to places and another from the Art Fund, to work with The Guildhall Live Events team in London to carry out a LIDAR scan of Rufus Castle to produce a 3D model. Lastly, we secured some forward funding from Dorset Council Revenue Support Fund for a fixed sum of £5000/year for 3 years (2021-2023) to help with running costs – the first time we have ever received such support. The Church Ope Project (an ACE funded project awarded in 2019) was due to completion at the end of 2020. However, after consulting with ACE, the deadline for this project was extended till the end of December 2021.

In 2020, we remained closed for the whole season, partly to allow the work to be continued but largely due to the small size of the galleries which would have prevented more than 2 or 3 visitors at any one time in each gallery. Another consideration was that many of our volunteers were shielding at home and we had made the decision to not bring them back till the covid situation improved. Due to good use of social media platforms, zoom and the telephone, they were kept in touch with what was going on in the museum.

On reflecting on the year 2020, I feel proud of the way the museum responded to the pandemic, actively looking for funding opportunities to keep us going and really improving the layout of the museum and care of the collection. It could have been a complete disaster but we all pulled together and used the year to move forward and put us in a better place to survive whatever life throws at us in the future.

All of the ongoing projects are due for completion in 2021, so 2021 already looks like another busy year for Portland Museum.

Dr Angela Scott

Chair of Portland Museum Trust

3. Grants and Donations

The trust is grateful for grants received from the following organisations: -

Arts Council England (Cultural Recovery Fund) £71,050

Art Fund (Respond and Reimagine Grant) £13,000

SW Museum Development Fund £4400

Local Authority Retail Hospitality Leisure Grant £10,000

Dorset Council (Revenue Support Fund) £5,000/year 2021-2023

4. Visitors

Due to Covid, the Museum was closed for whole of the 2020 season and so there were no visitors or events.

5. Friends of Portland Museum

Many people continued to pay their membership fees for the Friends during closure in 2020. A total of £295 was collected and, to date, the money is held by the Friends.

The Trust are very grateful for their continued support.

6. Acknowledgements

The survival of the Museum in this most challenging of years is testament to the hard work of our manager, Lucy Watkins. With the support of the Trustees, she worked tirelessly throughout 2020 to organise a timetable for contractors whilst ensuring that all Covid regulations were adhered to. In addition, Lucy continued to support the volunteers, many of whom were isolating at home. She also played a very active role, with some of the Trustees, in writing grant applications ensuring several successes.

2021 looks like being a much better year than 2020. The Trust is looking forward to completing the renovations in the Museum and opening to the public again.

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2020

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6—7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8—9

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2020**

Directors	Amanda Wallwork Angela Scott Michael Osmond Elizabeth Hardy David Carter
Secretary	Elizabeth Hardy
Company Number	06292060
Registered Office	Hillgate House 2a Old Castle Road Weymouth Dorset DT4 8QB
Accountants	AR Accounting Chartered Accountant & Tax Adviser 16 Fisherbridge Road Preston Weymouth DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2020

The directors present their report and the financial statements for the year ended 31 December 2020.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

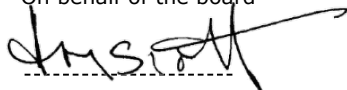
The directors who held office during the year were as follows:

Angela Scott
Michael Osmond
Elizabeth Hardy
David Carter

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board



A handwritten signature in black ink, appearing to read 'A. Scott', is written over a horizontal dashed line.

Angela Scott

Director

09/09/2021

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2020**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2020

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2020 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



22/09/2021

AR Accounting
Chartered Accountant & Tax Adviser

16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2020

	Notes	2020	2019
		£	£
TURNOVER		69,274	32,473
Cost of sales		(265)	(4,478)
		<hr/>	<hr/>
GROSS SURPLUS		69,009	27,995
Administrative expenses		(69,774)	(26,027)
		<hr/>	<hr/>
OPERATING (DEFICIT)/SURPLUS		(765)	1,968
Other interest receivable and similar income		9	19
Interest payable and similar charges		(635)	(887)
		<hr/>	<hr/>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u>(1,391)</u>	<u>1,100</u>

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As at 31 December 2020**

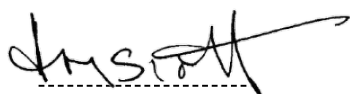
	Notes	2020		2019	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	3		3,599		4,597
			3,599		4,597
CURRENT ASSETS					
Stocks	4	1,596		1,596	
Debtors	5	3,798		13,770	
Cash at bank and in hand		100,983		32,861	
			106,377		48,227
Creditors: Amounts Falling Due Within One Year	6		(64,728)		(6,185)
NET CURRENT ASSETS (LIABILITIES)			41,649		42,042
TOTAL ASSETS LESS CURRENT LIABILITIES			45,248		46,639
NET ASSETS			45,248		46,639
Income and Expenditure Account			45,248		46,639
MEMBERS' FUNDS			45,248		46,639

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board



Angela Scott

Director

09/09/2021

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2020

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts. Turnover includes revenue earned from the sale of goods and from the rendering of services and donations received. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & Fittings 25% reducing balance basis

1.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2. Average Number of Employees

Average number of employees, during the year was as follows: 1 (2019: 1)

3. Tangible Assets

	Fixtures & Fittings £
Cost	
As at 1 January 2020	19,402
Additions	202
As at 31 December 2020	19,604
Depreciation	
As at 1 January 2020	14,805
Provided during the period	1,200
As at 31 December 2020	16,005
Net Book Value	
As at 31 December 2020	3,599
As at 1 January 2020	4,597

4. Stocks

	2020	2019
	£	£
Stock - finished goods	1,596	1,596
	1,596	1,596

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2020

5. Debtors

	2020	2019
	£	£
Due within one year		
Prepayments and accrued income	3,798	13,505
Other debtors	-	265
	3,798	13,770
	3,798	13,770

6. Creditors: Amounts Falling Due Within One Year

	2020	2019
	£	£
Trade creditors	892	-
Other taxes and social security	170	100
Net wages	-	536
Accruals and deferred income	63,666	5,549
	64,728	6,185
	64,728	6,185

7. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

8. General Information

Portland Museum Trust is a private company, limited by guarantee, incorporated in England & Wales, registered number 06292060. The registered office is Hillgate House, 2a Old Castle Road, Weymouth, Dorset, DT4 8QB.

Portland Museum Trust
Detailed Income and Expenditure Account
For The Year Ended 31 December 2020

	2020		2019	
	£	£	£	£
TURNOVER				
Admissions, shop sales and events		50		22,063
FoPM		382		1,365
Grants and donations received		68,842		9,045
		69,274		32,473
COST OF SALES				
Shop Purchases and events	265		4,478	
		(265)		(4,478)
GROSS SURPLUS				
		69,009		27,995
Administrative Expenses				
Wages and salaries	12,031		11,526	
Volunteers expenses	10		758	
Rent, rates and meeting expenses	19		40	
Light and heat	757		1,525	
Water rates	172		281	
Repairs and maintenance	40,296		1,753	
Gardening	-		84	
Waste removal	45		377	
Premises insurance	3,571		3,592	
Security and safety	927		688	
Work on collection	4,293		-	
Secretarial and office costs	725		483	
Marketing and project research costs	3,523		1,297	
Telecommunications and data costs	621		1,023	
IT resources	493		417	
Accountancy fees	495		-	
Legal and professional fees	207		288	
Subscriptions	253		191	
Depreciation	1,200		1,532	
Sundry expenses	136		172	
		(69,774)		(26,027)
OPERATING (DEFICIT)/SURPLUS				
		(765)		1,968
Other interest receivable and similar income				
Bank interest receivable	9		19	

9

19
...CONTINUED

Portland Museum Trust
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 December 2020

Interest payable and similar expenses

Bank and card charges	<u>635</u>	<u>887</u>
	<u>(635)</u>	<u>(887)</u>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR	<u><u>(1,391)</u></u>	<u><u>1,100</u></u>

**PORTLAND MUSEUM TRUST
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Portland Museum Trust
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 December 2020

Contents

	Page
Company Information	1
Directors' Report	2
Accountant's Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Financial Statements	6—7
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	8—9

**Portland Museum Trust
Company Information
For The Year Ended 31 December 2020**

Directors	Amanda Wallwork Angela Scott Michael Osmond Elizabeth Hardy David Carter
Secretary	Elizabeth Hardy
Company Number	06292060
Registered Office	Hillgate House 2a Old Castle Road Weymouth Dorset DT4 8QB
Accountants	AR Accounting Chartered Accountant & Tax Adviser 16 Fisherbridge Road Preston Weymouth DT3 6BT

Portland Museum Trust
Company No. 06292060
Directors' Report For The Year Ended 31 December 2020

The directors present their report and the financial statements for the year ended 31 December 2020.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

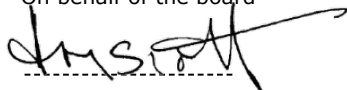
The directors who held office during the year were as follows:

Angela Scott
Michael Osmond
Elizabeth Hardy
David Carter

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

On behalf of the board



A handwritten signature in black ink, appearing to read 'A. Scott', is written over a horizontal dashed line.

Angela Scott

Director

09/09/2021

**Portland Museum Trust
Accountant's Report
For The Year Ended 31 December 2020**

Chartered Accountant's report to the directors on the preparation of the unaudited statutory accounts of Portland Museum Trust For The Year Ended 31 December 2020

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Portland Museum Trust For The Year Ended 31 December 2020 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given to us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/membership/regulations-standards-and-guidance>.

This report is made solely to the directors of Portland Museum Trust, as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Portland Museum Trust and state those matters that we have agreed to state to the directors of Portland Museum Trust, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Portland Museum Trust and its directors, as a body, for our work or for this report.

It is your duty to ensure that Portland Museum Trust has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Portland Museum Trust. You consider that Portland Museum Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Portland Museum Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



22/09/2021

AR Accounting
Chartered Accountant & Tax Adviser

16 Fisherbridge Road
Preston
Weymouth
DT3 6BT

Portland Museum Trust
Income and Expenditure Account
For The Year Ended 31 December 2020

	Notes	2020 £	2019 £
TURNOVER		69,274	32,473
Cost of sales		(265)	(4,478)
		69,009	27,995
GROSS SURPLUS			
Administrative expenses		(69,774)	(26,027)
		(765)	1,968
OPERATING (DEFICIT)/SURPLUS			
Other interest receivable and similar income		9	19
Interest payable and similar charges		(635)	(887)
		(1,391)	1,100
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		(1,391)	1,100

The notes on pages 6 to 7 form part of these financial statements.

**Portland Museum Trust
Balance Sheet
As at 31 December 2020**

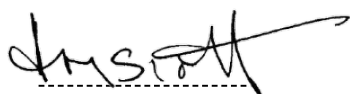
	Notes	2020		2019	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	3		3,599		4,597
			3,599		4,597
CURRENT ASSETS					
Stocks	4	1,596		1,596	
Debtors	5	3,798		13,770	
Cash at bank and in hand		100,983		32,861	
			106,377		48,227
Creditors: Amounts Falling Due Within One Year	6		(64,728)		(6,185)
NET CURRENT ASSETS (LIABILITIES)			41,649		42,042
TOTAL ASSETS LESS CURRENT LIABILITIES			45,248		46,639
NET ASSETS			45,248		46,639
Income and Expenditure Account			45,248		46,639
MEMBERS' FUNDS			45,248		46,639

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board



Angela Scott

Director

09/09/2021

The notes on pages 6 to 7 form part of these financial statements.

Portland Museum Trust
Notes to the Financial Statements
For The Year Ended 31 December 2020

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts. Turnover includes revenue earned from the sale of goods and from the rendering of services and donations received. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

1.3. Tangible Fixed Assets and Depreciation

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Fixtures & Fittings 25% reducing balance basis

1.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2. Average Number of Employees

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Stock - finished goods	1,596	1,596
	1,596	1,596

Portland Museum Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2020

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9

19
...CONTINUED

Portland Museum Trust
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 December 2020

Interest payable and similar expenses

Bank and card charges	<u>635</u>	<u>887</u>
	<u>(635)</u>	<u>(887)</u>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR	<u><u>(1,391)</u></u>	<u><u>1,100</u></u>