

Company Number: 07465640
Charity Number: 1141462

RIPON MUSEUM TRUST
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

HPH
Chartered Accountants
54 Bootham
York
YO30 7XZ

RIPON MUSEUM TRUST
(A company limited by guarantee)
FOR THE YEAR ENDED 31 MARCH 2025

Contents	Page
Trustees' Report	1 to 10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13
Cashflow Statement	14
Notes to the financial statements	15 to 23
The following pages do not form part of the financial statements	
Detailed Income and Expenditure Account	Appendix 1

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

The Trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the 12 months ended 31 March 2025.

OBJECTIVES AND ACTIVITIES

Objectives

The objective of the Charitable Company as stated in our constitution of 4th October 2022 is:

The provision and maintenance of museums in or near Ripon for the exhibition to the public of articles of literary, artistic, scientific, cultural or historic interest.

Our vision:

We will use our heritage assets to inspire people to seek a fairer society.

Our mission:

We will use the unique trio of the Workhouse, Prison & Police and Courthouse Museums, collections and the stories they tell to help people explore big issues such as fairness, equality, justice and welfare. Through excellent engagement, programming and outreach, together we will inspire people to become compassionate and active citizens, shaping society for the better. We will work for greater participation in our heritage which will enrich lives and improve wellbeing. Volunteering is integral to our organisation; at our core we work as one team. We will make a positive impact on Ripon and the region's cultural and economic capital.

Our Strategic Aims:

To deliver our mission we have seven Strategic Aims:

- Conserve, manage and develop knowledge of our heritage assets, reducing their impact on the environment and using them to improve people's health, wellbeing and enjoyment.
- Deliver excellent programmes of learning and interpretation which cause people to reflect on big issues about social justice.
- Provide excellent visitor services and develop new audiences.
- Develop our skills and networks to strengthen volunteering and build strong community and participatory resources and ways of working.
- Maximise RMT's contribution to the cultural and economic capital of the region.
- Increase inclusivity and equality of opportunity in all that we do.
- Generate sustainable financial resources and develop a resilient organisation and skilled people.

These strategic aims each have a set of actions under them which form the basis of our three-year business plan, which guides the work of the Charitable Company. Progress against these aims is monitored and reported at Board meetings throughout the year.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

Public Benefit Activities

The Trustees confirm that they have complied with the duty under section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission and the Trustees have paid due regard to this guidance on deciding what activities the charity should undertake. The Trustees consider that all the activities set out in this report have been undertaken to further the charitable purposes for the public benefit. Full description of the key elements of our public benefit is detailed on the following pages.

ACHIEVEMENTS AND PERFORMANCE

Ripon Museums: Inspiration for a Fairer Future Project

For the past few years, Ripon Museum Trust (RMT) have been progressing the '*Inspiration for a Fairer Future*' project with the support and funding from The National Lottery Heritage Fund.

In September 2024 we were delighted to receive the news that we had been successful in our funding bid and were being awarded £2.5m from The National Lottery Heritage to progress the project. The total project value is £3.3m and we have secured all the match funding necessary for the project to be fully funded. We're incredibly grateful for the support of the UK Shared Prosperity Fund via North Yorkshire Council, The Wolfson Foundation, Garfield Weston, The Headley Trust and the Foyle Foundation as well as the generous support of individual donors. The project will be fully delivered by March 2028.

At the heart of the project is the delivery of our vision, to use our heritage assets to inspire people to seek a fairer society.

Over the next three years the project will:

- Conserve and restore key areas of the Workhouse, making them accessible, sustainable and ready for the future
- Connect stories across all three museums through innovative interpretation.
- Work with communities, particularly youth, to co-produce new activities and amplify voices too often left out of history
- Conserve and share our unique police history collection
- Expand volunteering opportunities, keeping people at the heart of our work
- Contribute to Ripon's regeneration, enhancing pride in place and supporting local economic resilience.

Visitor performance

In the past two years, increased focus has been given to improving our programming and product offer to drive visitors to the museums. Research undertaken indicates that the museums are consistently underperforming in both tourist and local markets. By maximising the potential of our NPO funding, a more comprehensive programming offer has been created, particularly in school holiday periods. Significant growth has been seen at the Prison & Police Museum, attributed to extending the opening times of the museum to all day, instead of only in the afternoon. As such, overall, we have seen a 7% increase in visitor numbers since last

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

year. In the past three years, visitor numbers have increased by 20%, a remarkable achievement given the cost-of-living crisis and tough competition in the heritage/leisure sector.

Visitor numbers comparison

Museum	Year to 31st March 25	Year to 31st March 24	Year to 31st March 23
Workhouse	8,584	9,746	8,172
Prison & Police	5,466	3,593	3,608
Courthouse	1,103	827	799
Total	15,153	14,166	12,579

Footfall data for Learning Visits

Type	Year to 31st March 25	Year to 31st March 24	Year to 31st March 23	Year to 31st March 22	Year to 31st March 21
Formal Learning	6,654	6,816	4,979	3,711	185
Informal Learning	588	449	475	644	30
Total	7,242	7,265	5,454	4,355	215

Our learning offer continues to go from strength to strength and learning visits continue to be a strong and resilient source of income for the museums. Our popularity with schools and groups continues and satisfaction levels for the service they receive remains consistently high. This year was extremely positive, solidifying the excellent performance of the previous year.

Museum Accreditation

In autumn 2024, Ripon Museum Trust were called for Museum Accreditation by the Arts Council. The operational team were required to provide a suite of documentation that covered the areas of organisational health, managing collections and users and their experiences. Documentation was submitted in early March 2025 and RMT was pleased to receive confirmation in May 2025 that full accreditation had been secured, with very positive feedback received.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

People

Volunteers

Our volunteer cohort continues to grow and become increasingly diverse, attracting 20 new volunteers during the year. Some of these volunteers have either self-referred or been referred through a partner agency as part of our inclusive volunteering scheme. This scheme aims to make volunteering more accessible and enjoyable for people with additional needs, those who have protected characteristics and those who have been historically alienated from the arts and heritage sector. We are incredibly grateful for annual funding from the Leo Lion Foundation which enables us to deliver this scheme.

We are incredibly grateful for the support, commitment and enthusiasm of our volunteers, who fulfil a wide range of roles including front of house, gardening, learning, research and maintenance.

Staff

RMT continues to undergo a significant period of organisational development. New roles have been created including a Visitor Experience Officer, as well as a Business Support Officer to oversee compliance and governance. Governance and financial acumen have also improved within the organisation since the creation and appointment of a new Finance Manager. The old post of Duty Manager has been disbanded, replaced by a new position of Front of House Coordinator. The organisational structure has also been developed to foster a more collaborative and creative culture.

Arts Council England National Portfolio Organisation

Our second round of Arts Council England (ACE) funding as a National Portfolio Organisation (NPO) began in April 2023 originally for a three-year period, ending in March 2026. We are incredibly grateful to receive £142,576 a year from ACE to deliver activity that delivers their Let's Create strategy, the core aim of which is that, *'By 2030 we want England to be a country in which the creativity of each of us is valued and given the chance to flourish, and where every one of us has access to a remarkable range of high quality cultural experiences.'*

Our NPO programme includes six activities that demonstrate how we deliver the ACE outcomes and how their four Investment Principles (ambition and quality, dynamism, inclusivity and relevance and environmental responsibility) are applied across the organisation.

This core funding has been transformational for RMT, and over the past two-year period, in collaboration with the Arts Council, activity has been refined and reshaped to ensure that the funding delivers the best value and highest impact. In delivering the investment principles we have upgraded our accountancy software, till system and human resources systems, all of which have improved our management information and productivity.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

The delivery of the Activity Plan has also been refined, as we have developed our programmes since April 2023 to better meet our audience's needs. This has led to a more comprehensive and engaging volunteering offer, a fuller programme of activity and greater participation with the museums.

Reserves

The total funds held by the Charitable Company are £752,948 of which £558,944 are restricted. Therefore, free reserves are £194,004.

In 2023/24 the free reserves of the charity were £236,830. The reduction in free reserves represents the investment the Board made to the development of the 'Inspiration for a Fairer Future' project as well as the cost of a new boiler for the Resident's Block. The reserves in our unrestricted account at the end of March 2025 represent more than six months of trading.

Financial review

Unrestricted

Earned Income has performed very strongly this year with record income in both admissions at £172,569 (2024 - £163,746) and learning income at £50,682 (2024 - £43,085).

RMT are grateful for the continued support of Arts Council England as a National Portfolio Organisation, and to the Leo Lion Foundation who granted RMT £20,000 to continue to develop our inclusive volunteering programme. Paranormal group visit income totalled £14,083 in line with 2024 and retail sales contributing £14,216 - a slight decrease on last year.

While it was a strong year for income, there were pressures on expenditure. Historically the museums have relied on volunteers to deliver the front of house welcome however this model has come under significant pressure, particularly at weekends. As a result, RMT have utilised more temporary casual staff to cover front of house shifts. The National Minimum Wage increase in April 2024 has added to the cost pressure in this area, leading to total costs for this year of £23,909. The budget for salaried staff was controlled, despite the increases in minimum wage and employers' national insurance, by managing vacancy factor.

Other cost pressures included increased premises costs and the need to replace the boiler in the Resident's Block.

RMT's gas and electricity contract renewals fell at a time of considerable increase in energy prices and were fixed for three years. This practically doubled our heating and power costs, significantly increasing our overheads this financial year.

Given the above the RMT Board note that while the unrestricted performance resulted in a loss of £42,826 due to factors outside of our control, the underlying performance has been very positive with record Earned Income achieved.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

Restricted

As noted above, the 'Inspiration for a Fairer Future' project is fully funded due to the support of The National Lottery Heritage Fund, other Trusts and Foundations and generous individual donors. This financial year, RMT have received £91,000 due to the generous support of individual donors, as well as £261,625 from the UK Government Levelling Up Fund via North Yorkshire Council.

Risk Management Policy

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. As part of our reporting processes to Arts Council England we must report on risk quarterly. We have created an organisational risk register that is reviewed quarterly by Board and there is a separate risk register for the 'Inspiration for a Fairer Future' Project for specific project related risks. RMT conforms to all standards required including safeguarding, health and safety, data protection etc. A Health and Safety Consultant and HR consultant is retained by the Trust.

PLANS FOR FUTURE PERIODS

This is an extremely exciting time for Ripon Museums Trust. The £3.3m, 'Inspiration for a Fairer Future' project will breathe new life into the Workhouse museum and enable us to reach more diverse audiences. The delivery phase began in earnest in January 2025, with capital works anticipated to begin in November 2025.

Our continued activity as an NPO will ensure we deliver two of the three 'Let's Create' strategy outcomes namely; '*Creative People; everyone can develop and express creativity throughout their life*' and '*Cultural communities; Villages, towns and cities thrive through a collaborative approach to culture*'. It will enable us to become closer to our communities and understand their needs better, becoming more sustainable and resilient in the longer term. Our 'Creative Conversations' model will continue, whereby we work an artist and marginalised communities to give them a voice through a creative output. We will create longer lasting partnerships and stakeholder networks that allow us to embed organisational change and learning. We will build better evaluative frameworks for our work so that we can measure the impact that we're having, and we'll build evaluation skills across or staff and volunteer team.

Against the backdrop of these two significant funded programmes, RMT's organisational development will continue. We will welcome three new team members, including a Project Administrator, Youth Engagement & Learning Officer and Collections Access Officer, as part of the Fairer Futures project. Through delivery of the project and exploration of our themes we will grow in confidence to deliver our vision.

In 2025 we will recruit new Trustees to join our Board, looking to welcome as diverse and skilled applicants as possible who can bring the drive and professionalism to continue to develop the museums.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

STRUCTURE GOVERNANCE AND MANAGEMENT

Memorandum and Articles of Association

Ripon Museum Trust is a company limited by guarantee governed by its Memorandum and Articles of Association most recently amended on 4 Oct 2022. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a member of the Company and there are currently 72 members, each of whom agrees to contribute up to £10 in the event of the Charity winding up.

Trustees

The registered office and officers and advisors are detailed on page 9.

The Board of Trustees of the Charity meet ten times per annum as well as for two away days a year to consider strategic issues.

Operational management

This is delegated to the Museum Director supported by a staff team and over 140 volunteers, detailed on page 9.

Appointment of new Trustees

Recruitment, appointment and induction of Trustees

Appointment of Trustees is governed by the Constitution. The charity may by ordinary resolution appoint a person who is willing to act to be a director and determine the rotation in which any additional directors are to retire. Directors may serve for three years, and outgoing directors may be re-elected for a further three years on two consecutive occasions but will then not be eligible for re-election for a further year. They may become a co-opted member during this period. The Board is authorised to co-opt new Trustees to fill vacancies arising through resignation or death of an existing Trustee. Those co-opted serve until the following AGM when they are normally eligible for election by the AGM.

Governance

Board of Trustees

At the 12-month period ending March 2025 there were seven Trustees. Caroline Lewis Jones resigned from the Board of Trustees on 25 May 2024 and Rebecca Crallan resigned on 18 January 2025.

At the AGM held 13 February 2025, David Thelwall retired from his role as Treasurer as required by the constitution. Both Robert Ling and Mandy Whitehead stood down and were re-elected. The Board co-opted Richard Taylor and David Thelwall and determined that Robert Ling would continue in his role as Chair, and Amy Stow would be Treasurer.

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

**TRUSTEES’ REPORT
FOR THE 12 MONTHS ENDED 31 MARCH 2025**

Given the significant amount of change taking place in the organisation at the time, retaining the skills and knowledge of long-standing Board members will give stability to the organisation while providing the ambition to drive our development.

The Trust has a trustee induction pack containing all relevant policies, procedures and documentation. New Trustees meet with the Chair and the Museum Director for initial induction sessions as well as meeting key members of staff. Trustees are encouraged to attend relevant training, especially sessions on governance provided by the Association of Independent Museums.

Relationship to Unincorporated Charity number 512913

This was the original charity for the Trust prior to Incorporation in 2012. All assets and liabilities have been transferred from this charity to the new incorporated charity. On 13 March 2024, it was confirmed that the lease of the Prison and Police Museum was transferred from charity number 512913 to charity 1141462.

On 3rd July 2024 the Charity Commission confirmed that the unincorporated charity (512913) had been removed from the Register of Charities.

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees as of 31 March 2025

- R. Ling (Chair)
- R. Pollitt
- S. Revell
- A. Stow (Treasurer)
- R. I. C. Taylor
- A. D. Thelwall
- Prof M. P. Webber (appointed AGM 23)
- A. Whitehead (co-opted AGM Jan 23)

Staff team

- | | |
|------------------|---|
| Alexa Vernon | Museum Director |
| Freya Cox | Visitor Experience & Volunteering Manager |
| Laura Allan | Community Curator |
| Paul Grayson | Technical Officer |
| Katy O'Malley | Learning Officer |
| Andy Bates | Creative Engagement Officer |
| Felicity Head | Front of House Coordinator |
| Jamie Taylor | Finance Manager |
| Carolyn Small | Communications Lead |
| Catherine Baxter | Garden Leader |

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

Company Number 07465640 (England & Wales)

Charity Number 1141462 (England & Wales)

Registered Office The Workhouse Museum
75 Allhallowgate
Ripon
North Yorkshire
HG4 1LE

Independent Examiner A. C. Rodaway, FCA, DChA
HPH Chartered Accountants
54 Bootham
York, YO30 7XZ

TRUSTEES' FINANCIAL RESPONSIBILITIES

Company law requires the Trustees of the Charitable Company to prepare financial statements that give a true and fair view of the state of affairs of the Charitable Company at the end of the financial year and of its surplus or deficit for the financial year.

In preparing those financial statements, the Trustees are required to:

- a) Select suitable accounting policies and then apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent; and
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the Charitable Company, and which enables them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant information of which the company's independent examiners are unaware; and

RIPON MUSEUM TRUST

(A charity and company limited by guarantee)

TRUSTEES' REPORT FOR THE 12 MONTHS ENDED 31 MARCH 2025

- as the directors of the company, we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the Charitable Company's independent examiners are aware of that information.

This report is prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities and in accordance with special provisions of the Small Companies Regime.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption. The Trustees' annual report was approved on 11 December 2025 and signed on behalf of the Board of Directors and Trustees by:



A. Stow (Director and Trustee)

RIPON MUSEUM TRUST

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the Charitable Company's Trustees on my examination of the accounts of the Charitable Company for the year ended 31 March 2025, which are set out on pages 12 to 23.

This report is made solely to the Charitable Company's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and the Charitable Company's Trustees as a body in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the Charitable Company's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charitable Company, the Charitable Company's Members as a body and the Charitable Company's Trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the Charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Adrian Rodaway

A. C. Rodaway, FCA, DChA
11 December 2025

HPH, Chartered Accountants
54 Bootham
York
YO30 7XZ

RIPON MUSEUM TRUST
(A company limited by guarantee)
STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
INCOME					
Donations and legacies	3	166,100	390,064	556,164	207,322
Other trading activities	4	253,998	-	253,998	240,183
Investments	5	8,483	-	8,483	10,384
TOTAL INCOME		428,581	390,064	818,645	457,889
EXPENDITURE					
Charitable activities	6	471,407	181,120	652,527	609,780
TOTAL EXPENDITURE		471,407	181,120	652,527	609,780
Net (expenditure)/income before transfers		(42,826)	208,944	166,118	(151,891)
Transfers between funds	13	-	-	-	-
Net movement in funds		(42,826)	208,944	166,118	(151,891)
Reconciliation of funds					
Total funds brought forward	13	236,830	350,000	586,830	738,721
Total funds carried forward	13	£ 194,004	£ 558,944	£ 752,948	£ 586,830

All activities derive from continuing operations.

The notes on pages 15 to 23 form part of the accounts.

RIPON MUSEUM TRUST
(A company limited by guarantee)
BALANCE SHEET
AS AT 31 MARCH 2025
Company registration number: 07465640

	Note	31 March 2025		31 March 2024	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	9		354,442		355,270
CURRENT ASSETS					
Stock		1,959		7,627	
Debtors	10	12,163		27,313	
Cash at Bank and in hand		483,860		245,255	
		<u>497,982</u>		<u>280,195</u>	
LIABILITIES: amounts falling due within one year	11	(99,476)		(48,635)	
NET CURRENT ASSETS			398,506		231,560
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>752,948</u>		<u>586,830</u>
NET ASSETS			<u>£ 752,948</u>		<u>£ 586,830</u>
THE FUNDS OF THE CHARITY					
Restricted Funds	13		558,944		350,000
Unrestricted Funds					
- Undesignated Funds	13		194,004		236,830
TOTAL FUNDS			<u>£ 752,948</u>		<u>£ 586,830</u>

For the financial year ended 31 March 2025, the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The Members have not required the Charitable Company to obtain an audit of its accounts for the year in question in accordance with section 476. The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

The notes on pages 15 to 23 form part of the accounts.

These financial statements were approved by the directors and trustees on 11 December 2025 and signed on their behalf by:



A. Stow (Director and Trustee)

RIPON MUSEUM TRUST
 (A company limited by guarantee)
CASHFLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025

	Note	2025 £	2024 £
Cash flows from operating activities:			
Net cash provided by/(used in) operating activities	14	230,122	(143,950)
Cash flows from investing activities:			
Dividends, interest and rents from investments		8,483	10,384
Net cash provided by investing activities		8,483	10,384
Change in cash and cash equivalents in the reporting period		238,605	(133,566)
Cash and cash equivalents at the beginning of the reporting period		245,255	378,821
Cash and cash equivalents at the end of the reporting period		£ 483,860	£ 245,255

The notes on pages 15 to 23 form part of the accounts.

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

1 GENERAL INFORMATION

The Charitable Company is a private company limited by guarantee, which is incorporated and registered in England and Wales (no.07465640). It was registered as a charity on 14 April 2011. The Charity number is 1141462.

The address of its registered office is The Workhouse Museum, 75 Allhallowgate, Ripon, HG4 1LE.

2 ACCOUNTING POLICIES

2.1 Basis of preparation of accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Ripon Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

2.2 Going Concern policy

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future, and have adequate contingency plans in the event that income streams are reduced. Consequently the financial statements have been prepared on the basis that the charity is a going concern.

2.3 Fund accounting

The trustees have a defined policy for identification of different types of income:

- a) Designated funds are unrestricted funds but are specifically earmarked by the Trustees for a particular purpose.
- b) Restricted funds are only to be used for the specific purpose laid down by the donor. Expenditure which meets this criteria is charged to the fund.
- c) Unrestricted funds are the residue of incoming resources receivable or generated from the objects of the charity without further specified purposes and are available as general funds.

2.4 Income

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt. Except for the following:

Grants receivable

Grants for immediate expenditure are accounted for when they become receivable. Grants received for specific purposes are treated as restricted funds. Grants which are received for a future accounting period are deferred and recognised in those periods.

Capital Grants for specific fixed assets are included in restricted income when received. Once the asset is purchased these monies are transferred to unrestricted funds unless there is a restriction on the disposal of the asset. If so, the net book value of the asset is shown as a restricted fund.

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

2 ACCOUNTING POLICIES (continued)

2.5 Expenditure

Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

- | | |
|------------------------|---|
| Costs of raising funds | - costs associated with attracting voluntary income. |
| Charitable activities | - costs incurred by the Charitable Company in delivering its services to clients. |
| Support costs | - allocated to charitable activities on an equal basis. |

2.6 Tangible fixed assets and depreciation

Fixed assets (including Heritage assets) for the Charitable Company to use are capitalised at cost, for items above £1,000. Donated assets are valued at market value on donation. They are stated in the accounts at cost/original value less depreciation.

Depreciation is calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- | | |
|---|-------------------------|
| Plant and machinery | 10% straight line basis |
| Heritage assets are not depreciated but maintained in good working order. | |

2.7 Stock

Stock is valued at the lower of cost and net realisable value.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

2.9 Cash at bank and in hand

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

2.10 Creditors

Creditors are recognised where the Charitable Company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

2.11 Financial Instruments

The Charitable Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.12 Pension costs

The Charitable Company operates a defined contribution pension scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

2.13 Limited by guarantee

Each member's liability is limited to £10 in the case of winding up of the Charitable Company.

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
3 DONATIONS AND LEGACIES				
Donations	23,524	98,500	122,024	21,288
Other Grants	-	20,000	20,000	-
Government Grants	142,576	271,564	414,140	186,034
	<u>£ 166,100</u>	<u>£ 390,064</u>	<u>£ 556,164</u>	<u>£ 207,322</u>

The Charitable Company also benefits from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

4 INCOME FROM OTHER TRADING ACTIVITIES				
Fundraising events	1,332	-	1,332	524
Shop income	14,216	-	14,216	17,328
Admissions	172,569	-	172,569	163,746
Paranormal Investigations & Ghost Walks	14,083	-	14,083	14,696
Memberships	473	-	473	482
Sundry income	643	-	643	322
Learning income	50,682	-	50,682	43,085
	<u>£ 253,998</u>	<u>£ -</u>	<u>£ 253,998</u>	<u>£ 240,183</u>

5 INCOME FROM INVESTMENT INCOME				
Bank interest receivable	110	-	110	6
Rent receivable	8,373	-	8,373	10,378
	<u>£ 8,483</u>	<u>£ -</u>	<u>£ 8,483</u>	<u>£ 10,384</u>

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

6 ANALYSIS OF TOTAL EXPENDITURE

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
6.1 Charitable activities				
Staff costs	255,700	20,000	275,700	254,019
Premises costs	114,320	-	114,320	68,454
Administrative costs	23,648	-	23,648	20,604
Volunteer costs	11,476	-	11,476	12,123
Primary purpose trading	29,374	161,120	190,494	225,607
Stock expense	10,076	-	10,076	4,631
Sundry expense	1,218	-	1,218	3,855
Support costs (Note 6.2)	25,595	-	25,595	20,487
	<u>£ 471,407</u>	<u>£ 181,120</u>	<u>£ 652,527</u>	<u>£ 609,780</u>
6.2 Support costs				
Independent Examiner's fee	925	-	925	925
Accountancy fees paid to Independent Examiner	5,393	-	5,393	4,175
Other professional fees	5,223	-	5,223	1,994
Advertising	12,450	-	12,450	11,896
Depreciation	828	-	828	828
Bank charges	776	-	776	669
	<u>£ 25,595</u>	<u>£ -</u>	<u>£ 25,595</u>	<u>£ 20,487</u>
7 TOTAL STAFF COSTS			2025 £	2024 £
Wages and Salaries			254,087	230,108
Social Security Costs			10,904	14,398
Employer Pension Contributions			10,709	9,513
			<u>£ 275,700</u>	<u>£ 254,019</u>

No employee earned £60,000 per annum or more in the year (2024 - none).

Number of employees

The average monthly headcount (including casual staff) was 19 for the year. (2024 - 14).

The average number of contracted staff as full time equivalent was 8 (2024 - 8).

The key management personnel of the Charitable Charity comprise the trustees and the senior management team. The total employee benefits of the key management personnel, with only senior management team members being paid, was £98,267 (2024 - £81,926).

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

8 RELATED PARTIES

No remuneration was paid to any Director/Trustee during the period. Travelling and subsistence expenses totalling £215 (2024 - £45) were reimbursed to 1 (2024 - 1) Director/Trustee during the period.

There were no other related party transactions in the reporting period which require disclosure (2024 - nil).

9 TANGIBLE FIXED ASSETS

	Plant and machinery £	Land and buildings £	Total £
Cost			
At 1 April 2024	8,279	350,000	358,279
At 31 March 2025	8,279	350,000	358,279
Depreciation			
At 1 April 2024	3,009	-	3,009
Charge for year	828	-	828
At 31 March 2025	3,837	-	3,837
Net Book Amounts			
At 31 March 2025	£ 4,442	£ 350,000	£ 354,442
At 31 March 2024	£ 5,270	£ 350,000	£ 355,270

Heritage assets

Included within land and buildings is £350,000 for the Workhouse Museum, which is a grade II listed property, for which the Charity has a restricted title. The property was funded by a grant from the National Heritage Memorial Fund and is charged to them in perpetuity.

The Prison & Police Museum and the Courthouse Museum are both grade II listed properties, leased to the Charity from Harrogate Borough Council and The Church of England respectively. Neither are included in the accounts.

	2025 £	2024 £
10 DEBTORS		
Trade Debtors	9,954	26,280
Prepayments and accrued income	2,209	1,033
	£ 12,163	£ 27,313

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
11 LIABILITIES: Amounts falling due within one year		
Trade Creditors	72,882	7,365
Accruals	13,028	5,949
Other Loan	11,500	11,500
Pension contributions	2,066	1,408
Deferred income	-	22,257
Other creditors	-	156
	£ 99,476	£ 48,635
Deferred income		
Balance brought forward	22,257	10,213
Amount deferred in the year	-	22,257
Released in the year	(22,257)	(10,213)
	£ -	£ 22,257

At the balance sheet date the Charitable Company was holding funds received in advance of providing services, which is fully released in the following financial year.

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Undesignated Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Current year				
Tangible Fixed Assets	4,442	-	350,000	354,442
Current Assets	289,038	-	208,944	497,982
Current Liabilities	(99,476)	-	-	(99,476)
	£ 194,004	£ -	£ 558,944	£ 752,948
At 31 March 2025	£ 194,004	£ -	£ 558,944	£ 752,948
Comparative year				
Tangible Fixed Assets	5,270	-	350,000	355,270
Current Assets	280,195	-	-	280,195
Current Liabilities	(48,635)	-	-	(48,635)
	£ 236,830	£ -	£ 350,000	£ 586,830
At 31 March 2024	£ 236,830	£ -	£ 350,000	£ 586,830

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

13 FUNDS	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
Restricted Funds					
Land and buildings	350,000	-	-	-	350,000
COINS Foundation	-	20,000	(20,000)	-	-
Inspiration for a fairer future	-	370,064	(161,120)	-	208,944
	<u>350,000</u>	<u>390,064</u>	<u>(181,120)</u>	<u>-</u>	<u>558,944</u>
Unrestricted Funds					
Undesignated					
Free reserves	236,830	428,581	(471,407)	-	194,004
	<u>236,830</u>	<u>428,581</u>	<u>(471,407)</u>	<u>-</u>	<u>194,004</u>
Total Unrestricted Funds	236,830	428,581	(471,407)	-	194,004
	<u>236,830</u>	<u>428,581</u>	<u>(471,407)</u>	<u>-</u>	<u>194,004</u>
Total Funds	<u>£ 586,830</u>	<u>£ 818,645</u>	<u>£ (652,527)</u>	<u>£ -</u>	<u>£ 752,948</u>
	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Restricted Funds					
Land and buildings	350,000	-	-	-	350,000
COINS Foundation	17,061	-	(17,061)	-	-
Inspiration for a fairer future	40,182	39,764	(190,061)	110,115	-
Ripon Theatre Festival Fund	991	-	-	(991)	-
Repair fund	-	-	-	-	-
Everyday histories	6,900	3,700	(9,557)	(1,043)	-
	<u>415,134</u>	<u>43,464</u>	<u>(216,679)</u>	<u>108,081</u>	<u>350,000</u>
Unrestricted Funds					
Undesignated					
Free reserves	323,587	414,425	(393,101)	(108,081)	236,830
	<u>323,587</u>	<u>414,425</u>	<u>(393,101)</u>	<u>(108,081)</u>	<u>236,830</u>
Total Unrestricted Funds	323,587	414,425	(393,101)	(108,081)	236,830
	<u>323,587</u>	<u>414,425</u>	<u>(393,101)</u>	<u>(108,081)</u>	<u>236,830</u>
Total Funds	<u>£ 738,721</u>	<u>£ 457,889</u>	<u>£ (609,780)</u>	<u>£ -</u>	<u>£ 586,830</u>

Restricted Funds

Land and buildings: The properties are held in Restricted Funds.

COINS Foundation: This is money received for funding Volunteer Development Officer role.

Inspiration for a fairer future: Funding for a project to renovate the Main Block and finance a new interpretation for the Museum.

Ripon Theatre Festival Fund: Funding to develop the summer theatre offer.

Repair fund: Donation towards repair costs.

Everyday histories: Grant received to deliver creative art outreach activities.

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

14 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025 £	2024 £
Net income/(expenditure) for the reporting period	166,118	(151,891)
Adjustments for:		
Depreciation charges	828	828
Dividends, interest and rents from investments	(8,483)	(10,384)
Decrease/(increase) in stock	5,668	(1,579)
Decrease in debtors	15,150	6,455
Increase in creditors	50,841	12,621
	<u>£ 230,122</u>	<u>£ (143,950)</u>

ANALYSIS OF CASH AND CASH EQUIVALENTS

Cash at bank and in hand	483,860	245,255
	<u>£ 483,860</u>	<u>£ 245,255</u>

ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2024 £	Cash-flows £	At 31 March 2025 £
Cash	245,255	238,605	483,860

RIPON MUSEUM TRUST
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR YEAR ENDED 31 MARCH 2025

15 COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE ACCOUNT)

	Unrestricted funds £	Restricted funds £	Total 2024 £
INCOME			
Donations and legacies	163,864	43,458	207,322
Other trading activities	240,183	-	240,183
Investments	10,378	6	10,384
TOTAL INCOME	414,425	43,464	457,889
EXPENDITURE			
Charitable activities	393,101	216,679	609,780
TOTAL EXPENDITURE	393,101	216,679	609,780
Net income/(expenditure) before transfers	21,324	(173,215)	(151,891)
Transfers between funds	(108,081)	108,081	-
Net movement in funds	(86,757)	(65,134)	(151,891)
Reconciliation of funds			
Total funds brought forward	323,587	415,134	738,721
Total funds carried forward	£ 236,830	£ 350,000	£ 586,830

The following pages do not form part of the statutory accounts.

Appendix 1

RIPON MUSEUM TRUST
(A company limited by guarantee)
DETAILED INCOME & EXPENDITURE ACCOUNT
FOR YEAR ENDED 31 MARCH 2025

	2025		2024	
	£	£	£	£
<u>TURNOVER</u>				
Donations		122,024		21,288
Other Grants		20,000		-
Government Grants		414,140		186,034
Membership admissions and other earned income				
Fundraising events		1,332		524
Shop income		14,216		17,328
Admissions		172,569		163,746
Paranormal Investigations & Ghost Walks		14,083		14,696
Memberships		473		482
Learning income		50,682		43,085
		<hr/>		<hr/>
		809,519		447,183
<u>OTHER OPERATING INCOME</u>				
Interest receivable		110		6
Rent receivable		8,373		10,378
Sundry income		643		322
		<hr/>		<hr/>
		9,126		10,706
TOTAL INCOME		<hr/> 818,645		<hr/> 457,889
<u>DIRECT CHARITABLE EXPENDITURE</u>				
Staff costs	275,700		254,019	
Premises costs	114,320		68,454	
Administrative costs	23,648		20,604	
Volunteer costs	11,476		12,123	
Primary purpose trading	190,494		225,607	
Stock expense	10,076		4,631	
Sundry expenses	1,218		3,855	
	<hr/>		<hr/>	
		(626,932)		(589,293)
<u>SUPPORT COSTS</u>				
Independent Examiner's fee	925		925	
Accountancy	5,680		4,462	
Other professional fees	4,936		1,707	
Advertising	12,450		11,896	
Depreciation	828		828	
Bank charges and interest	776		669	
	<hr/>		<hr/>	
		(25,595)		(20,487)
		<hr/>		<hr/>
		(652,527)		(609,780)
Net surplus/(deficit) for the year		<hr/> £166,118		<hr/> £(151,891)