

# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	1st	April	2021	<b>To</b>	31st	March	2022

## Section A Reference and administration details

**Charity name** South Kerrier Heritage Trust CIO

**Other names charity is known by** The Museum of Cornish Life, Helston

**Registered charity number (if any)** 1151834

**Charity's principal address** Museum of Cornish Life, Helston

Market Place, Helston,

Cornwall

**Postcode**

TR13 8TH

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Judith Anne Haycock	Trustee & Chairman		South Kerrier Heritage Trust
2	Loveday Elizabeth Trevenen Jenkin	Trustee		South Kerrier Heritage Trust
3	Felicity Nicola Eileen Boase	Trustee & Treasurer		South Kerrier Heritage Trust
4	Reginald John Lovett Boase	Trustee		South Kerrier Heritage Trust
5	David John Turnbull	Trustee & Secretary		South Kerrier Heritage Trust
6	Victoria Wiltshire	Trustee		South Kerrier Heritage Trust
7	Susan Elizabeth Freeman	Trustee		South Kerrier Heritage Trust
8	Phillip Woods	Trustee		South Kerrier Heritage Trust
9	Eilish Calnan	Trustee		South Kerrier Heritage Trust
10	Jenny Rose Lee	Trustee		South Kerrier Heritage Trust
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
None	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Accountant	Shoreline Accountancy Services	49 Trembel Road, Mullion, Cornwall TR12 7YD

**Name of chief executive or names of senior staff members (Optional information)**

Museum Director – Annette MacTavish

## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointment by resolution at a meeting of the Charity Trustees in accordance with the Charity's Constitution

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**Summary of the objects of the charity set out in its governing document**

To manage, maintain and develop The Museum of Cornish Life, Helston for the benefit of the public and to advance education in the heritage, arts and crafts of the South Kerrier area.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

South Kerrier Heritage Trust (SKHT) is a community group formed by local volunteers who all have a special interest and connection with The Museum of Cornish Life, Helston. SKHT is a Charitable Incorporated Organisation established specifically to manage the Museum.

The Charity's purpose is as follows and all activities undertaken support this purpose:-

"The Museum of Cornish Life, Helston preserves, protects and promotes the history and culture of Helston and The Lizard Peninsula. The extensive collections are a powerful education and learning resource for all the community, regardless of age, ability or background.

The Museum aims to inspire people to take a fresh look at their surroundings and to foster an interest in and understanding of local heritage, to contribute to the regeneration of the local area by attracting visitors to the town, and to be fully accountable to the people of Helston and the Lizard Peninsula."

The Museum is operated wholly for public benefit and the Objects of SKHT are worded to ensure that this remains sole focus of SKHT.

The Museum of Cornish Life, Helston was established as Helston Museum in 1949 and holds extensive and significant social and local history collections. It is housed in the former Helston Market House and Drill Hall, which is a Grade 2 listed building. It is a Registered Museum and has achieved Full Accreditation under the Museum, Library and Archive Council's Accreditation Scheme.

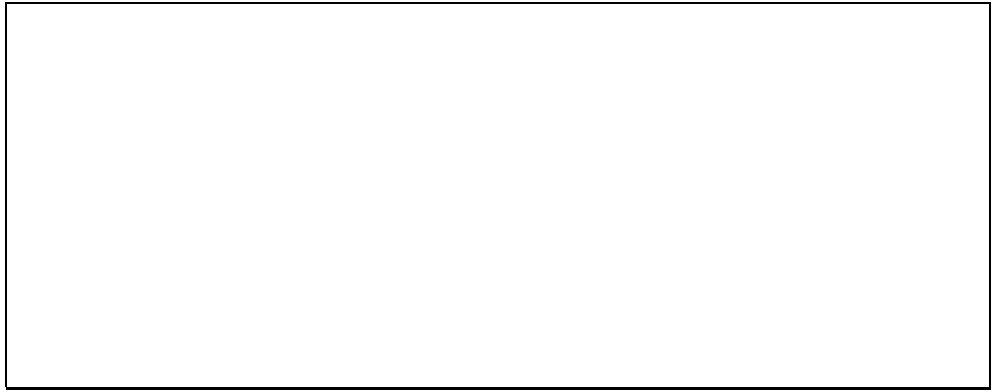
Following the transition from operation under Cornwall Council to management by SKHT in 2013, the Museum has enjoyed an increasing number of visitors and is now open 6 days per week. The Museum is well-supported by the local communities of Helston and the Lizard as well as attracting significant numbers of holiday-makers to Helston.

SKHT Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D Achievements and performance

## Summary of the main achievements of the charity during the year

This report covers the period from 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 and is the ninth such report since the establishment of South Kerrier Heritage Trust (SKHT) as a Charitable Incorporated Organisation in April 2013.

Following the renegotiation of the Management Agreement with Cornwall Council in June 2017, SKHT now have tenure of the Museum of Cornish Life, Helston until April 2027 as well as an ongoing annual revenue grant from Cornwall Council to support operations.

During the reporting period the Museum of Cornish Life has continued to develop under the leadership of Museum Director, Annette MacTavish. The Museum has recovered well from the impact of the Covid pandemic and consequent enforced periods of closure during 2020. Although not yet achieving the physical visitor numbers seen pre-pandemic the trajectory of recovery indicates visitor growth towards these prior levels.

Funding from the Arts Council (in partnership with Cornwall Museums Partnership and other Cornwall museums) for National Portfolio Organisation (NPO) has continued through this year based on a fourth year extension to the three year funding agreement.

In addition to the Museum Director's role funded by SKHT, the Museum continues to host a Community Engagement Curator, Apprentice and Trainee Curator funded by Arts Council England (through National Portfolio Organisation (NPO) funding for Cornwall Museums Partnership). This funding was based on a fifth-year extension to the NPO scheme, in response to Covid-19, following the original four-year funding agreement. Isobel King, the Community Engagement Curator has focused on giving our audiences the confidence to return to visiting with a focus on early years, families, schools and older people.

We are continuing to host Tasha Fullbrook as the Finds Liaison Officer for Cornwall. This role is funded by the British Museum with support from Cornwall Council to deliver the work of the Portable Antiquities Scheme. The Finds Officer has a remit across Cornwall recording archaeological finds discovered by members of the public and processing treasure cases.

A focus for the year has been on addressing collection management issues. In expanding this work, we successfully applied to the Art Fund and secured a curatorial Headley Fellowship. Dr.Tehmina Goskar is undertaking research into the following topics:

- history of the museum and its curators in Helston
- history of the old Camborne Museum in the Literary Institute (Donald Thomas Centre)
- toy and doll collection
- history of items from different parts of the UK and rest of the world (not from Cornwall)
- cultural representations in our photographic collections, including panto, carnival
- objects of violence, e.g. man and animal traps, agricultural and military items, and their representations.

Over the period we have continued to work in partnership. We have been working closely with Bodmin Keep and the Imperial War Museums on The Second World War and Holocaust Partnership project. In 2021 we

gathered stories from our community about the Second World War with a regular feature on Radio Cornwall and the establishment of a Podcast Channel. We also worked with WildWorks theatre to create an audio story about Cornwall in the Second World War that was displayed in the Imperial War Museums and then toured the UK.

In helping Helston's recovery from the pandemic, we supported a number of events funded through the Welcome Back Fund. This included a return of the Christmas Craft Fayre and Animation Festival (in partnership with MorMedia and Falmouth University), a St Piran's Day Lantern Parade, theatre performances by Coppice Theatre and Poetry Postie.

Our core team of over 60 volunteers have continued to help us welcome visitors to the museum, share the collection through digitising the collection, producing exhibitions. We also supported six volunteers undertaking their Bronze and Silver Duke of Edinburgh plus two student interns.

In terms of finances, SKHT has achieved a positive financial position for the period, assisted to a degree by a £12,000 Covid Recovery grant. No use of the Government's employee furlough scheme has been necessary.

The Trust is reporting an operating surplus of £14,880.85 on a turnover of £228,097.99.

These figures represent a decrease vs the previous year's surplus and turnover which were published as £17,318.26 and £270,219.25 respectively. However, it should be noted that the 2020/21 turnover figures included capital grant funding for the Museum Shop Refurbishment which, if excluded, results in a similar turnover for both reporting periods.

## Section E Financial review

### Brief statement of the charity's policy on reserves

SKHT Reserves Policy aims for an operating reserve of 3 months of revenue expenditure and so a Reserve of £45,025.22 has been set aside in compliance with this policy.

In addition, the Trustees resolved to create a Special Reserve of £15,000 to provide for the potential for significant and unpredictable energy price increases expected through 2022/23. This Special Reserve was approved at the Board meeting of 26<sup>th</sup> July.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Judith Haycock	David Turnbull
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	23 <sup>rd</sup> August 2022	



**SOUTH KERRIER HERITAGE TRUST**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE PERIOD 1ST APRIL 2021 TO 31ST MARCH 2022**

**Registered Charity Number 1151834**



**Shoreline Accountancy Services**

49 Trembel Road, Mullion,  
Cornwall, TR12 7DY.  
Tel: 0744 3500524

email:

[shorelineaccountancyservices@outlook.com](mailto:shorelineaccountancyservices@outlook.com)



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in accordance with licence number 1000830.



## **SOUTH KERRIER HERITAGE TRUST - YEAR ENDED 31ST MARCH 2021**

### **GENERAL INFORMATION**

South Kerrier Heritage Trust (SKHT) is a Charitable Incorporated Organisation.

Registered Charity Number 1151834.

#### **Registered Address:**

The Museum of Cornish Life, Helston,  
Market Place,  
Helston,  
Cornwall TR13 8TH  
TR13 8TH

#### **Working Address:**

The Museum of Cornish Life, Helston,  
Market Place,  
Helston,  
Cornwall TR13 8TH  
TR13 8TH

#### **Trustees:**

Judith Haycock (Chairman)  
Nicola Boase (Treasurer)  
John Boase  
Loveday Jenkin  
David Turnbull (Secretary)  
Victoria Wiltshire  
Sue Freeman  
Phillip Woods  
Ellish Calnan  
Jenny Rose Lee

#### **Professional Advisers:**

##### **Bankers**

Lloyds Bank  
1 Market Place  
Helston  
TR13 8SU

##### **Independent Examiner**

Claire Martin MAAT  
Perfect Sums Accounts Ltd

South Kerrier Heritage Trust - Helston Museum  
Financial Activities  
April 2021 - March 2022

	Total
Income	
Capital Grant Income	2,260.39
Grant Income	142,188.97
Business Rates Relief COVID Grant	12,000.00
Cornwall Council Management Fee	45,000.00
Total Grant Income	£ 199,188.97
Museum Income	
Education Income	2,345.48
Event Income	375.84
Gifts and Donations	11,914.91
Para Hen-Hellys - Membership	75.00
Sales Income	11,498.79
Total Museum Income	£ 26,210.02
Other Income	
Bank Interest Earned	8.44
Gift Aid	430.17
Total Other Income	£ 438.61
<b>Total Income</b>	<b>£ 228,097.99</b>
Total	£ 228,097.99
Expenditures	
Depreciation Expense	2,260.39
Total Employee Costs	£ 125,725.48
Overheads	
Accounts & Consultancy	2,935.00
Advertising	7,382.96
Bank Charges	237.19
Business Rates	164.00
Consumables	1,300.77
Contract Maintenance	4,978.88
Cost of sales	988.70
Education Expense`	2,293.66
Electricity & Water rates	15,135.68
Events	6.40
Feast Funding	8.00
Good for Resale - Stock	8,141.83
Insurance Expense	1,950.35
Office Expense	1,355.86
Office Expense & Postage	148.80
Project and cost of sales	33,116.27
Rent and Rates	216.00
Repairs & Maintenance	474.86
Subscriptions	1,226.33
Sundry Equipment	874.12
Telephone	1,651.15
Training	158.00
Net Income/(Expenditure)	<b>14,880.85</b>
<b>Exceptional Income</b>	
COVID Business Grant	12,000.00
	<b>2,880.85</b>

**South Kerrier Heritage Trust - Helston Museum**  
**Balance Sheet Summary**  
**As of March 31, 2022**

	Total
Fixed Asset	
Tangible assets	94,233.59
Non-Current Assets	0.00
<b>Total Fixed Asset</b>	<b>£ 94,233.59</b>
Cash at bank and in hand	126,493.19
Debtors	0.00
Current Assets	6,241.40
<b>Net current assets</b>	<b>£ 132,734.59</b>
Creditors: amounts falling due within one year	
Trade Creditors	0.00
Current Liabilities	28,900.89
Total Creditors: amounts falling due within one year	£ 28,900.89
Net current assets (liabilities)	£ 103,833.70
<b>Total assets less current liabilities</b>	<b>£ 198,067.29</b>
Creditors: amounts falling due after more than one year	4,584.17
Accruals and deferred income	62,889.82
Total net assets (liabilities)	£ 130,593.30
<b>Charity funds</b>	<b>130,593.30</b>

## SOUTH KERRIER HERITAGE TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 1ST APRIL 2021 TO 31 MARCH 2022

- 1 The Financial Statements have been prepared on an accruals basis.
- 2 South Kerrier Heritage Trust is a Charitable Incorporated Organisation which registered with the Charity Commission on 29th April 2013. Its charitable objects are to manage maintain and develop The Museum of Cornish Life, Helston for the benefit of the public and to advance education in the heritage arts and crafts of the South Kerrier area. The Trust assumed responsibility for the running of the museum from 1st August 2013 when it entered into a lease and management agreement with Cornwall Council and took possession of the Museum premises, its collection and inventory. Under the terms of the agreement, Cornwall Council has agreed to pay an annual management fee to the Trust of £45,000.00
- 3 General Funds represent the funds of the Trust that are not subject to any special restrictions regarding their use and are available for application for general purposes of the trust. Grants and Restricted Funds can only be used for the procurement of items in respect of which the funding has been made.
- 4 As at 31st March 2022, the sum of £8,045.75 was ring fenced within the Cornwall Council Museum Donations Fund for the future development of The Museum of Cornish Life. The trustees can apply for grants from this fund to meet the costs of specific projects in the future.
- 5 The Trust's Reserves Policy aims to set aside 3 months' running costs (expenditure) to ensure the financial security and continued running of the Museum. 3 months' running costs is based on the enclosed Financial Statements and is calculated as £45,025.22. Due to the unpredictability of energy costs, and noting that the Museum heating system is wholly based on electricity, the Trustees have decided to create a Special Reserve of £15,000 to protect SKHT CIO from energy price rises. This Special Reserve will be reviewed on a monthly basis and released as necessary over the coming 12 months. Note that the Museum Director is also assessing options for grant funding to improve the energy efficiency of the Museum building.

At the date of these Financial Statements the Trust has achieved this level of reserves.

- 6 As of 31st March 2022 the balances of all grants and restricted funds is listed below:

Art Fund	13,256.70
Community Chest Fund	560.00
Imperial War Museum	4,417.54
Legacies	5,000.00
NPO Grant	-15,349.66
Signage Grant	2,351.33
SKHT Maintenance Respons	8,045.75
Tanner Trust Grant	946.80
Welcome Back Grant	120.00
	<b>19,348.46</b>

- 7 Summary of restricted funds including reserves

Reserves	45,025.22
Creditors	19,348.46
Special Reserve	15,000.00
Grants and Restricted Funds	<b>19,348.46</b>
	<b>98,722.14</b>

Total Charity Funds as per balance sheet	130,593.30
<b>Net free cash (General Funds)</b>	<b>31,871.16</b>



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

SOUTH KERRIER HERITAGE TRUST

On accounts for the year  
ended

31st March 2022

Charity no  
(if any)

151834

Set out on pages

3-5.

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Date:

29/7/22

Name:

CLAIRE MARTIN

Relevant professional  
qualification(s) or body

MAAT. 1003572

(if any):

Address:

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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