

Trustees' Annual Report for the period

| | | | |
|-------------------|----------------|-----------------|-----------------|
| Period start date | | Period end date | |
| From | 1st April 2023 | To | 31st March 2024 |

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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 | Treve Evans | Trustee & Secretary | 03/10/2023 to present | South Kerrier Heritage Trust |
| 2 | Sandra Husk | Trustee | 03/10/2023 to present | South Kerrier Heritage Trust |
| 3 | Felicity Nicola Eileen Boase | Trustee & Treasurer | To 03/10/2023 | South Kerrier Heritage Trust |
| 4 | Neil Caddy | | 03/10/2023 to present | South Kerrier Heritage Trust |
| 5 | David John Turnbull | Trustee & Secretary | To 03/10/2023 | South Kerrier Heritage Trust |
| 6 | Victoria Wiltshire | Trustee | | South Kerrier Heritage Trust |
| 7 | Susan Elizabeth Freeman | Trustee | | South Kerrier Heritage Trust |
| 8 | Charlie Johns | Trustee | | South Kerrier Heritage Trust |
| 9 | Eilish Calnan | Trustee | | South Kerrier Heritage Trust |
| 10 | Jenny Rose Lee | Trustee & Chair | | South Kerrier Heritage Trust |
| 11 | Sarah Pringle | Trustee | | South Kerrier Heritage Trust |
| 12 | Jane Reynolds | Trustee | | South Kerrier Heritage Trust |
| 13 | Julia Chambers | Trustee & Treasurer | | South Kerrier Heritage Trust |
| 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)

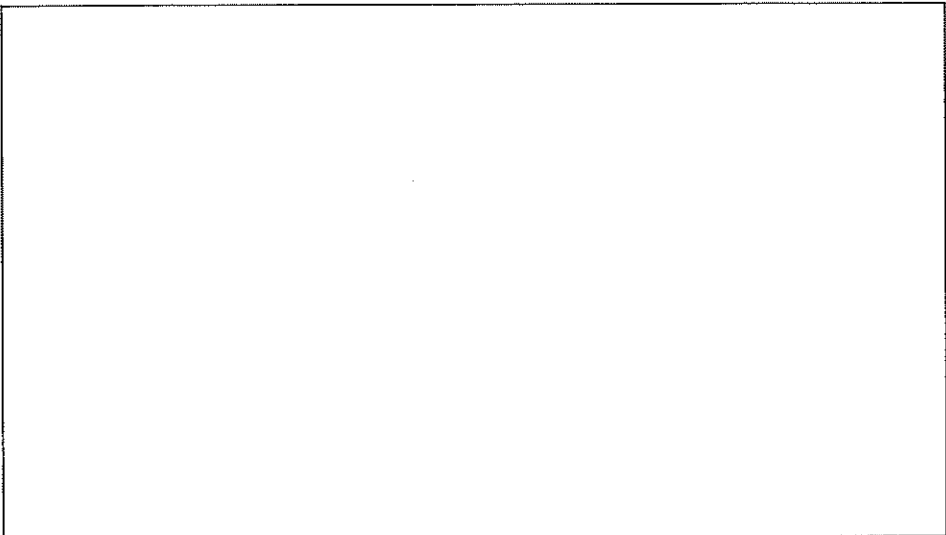
Appointment by resolution at a meeting of the Charity Trustees in accordance with the Charity's Constitution

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.



Section C Objectives and activities

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.

Summary of the main achievements of the charity during the year

This report covers the period from 1st April 2023 to 31st March 2024 and is the eleventh 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 strongly under the leadership of Museum Director, Annette MacTavish. The Museum has continued its recovery from the impact of the pandemic with physical visitor numbers reaching 19,285 in the year.

Funding from Arts Council England was secured for three years as part of mc⁷, a consortium of museums made up of Bodmin Keep, Falmouth Art Gallery, Museum of Cornish Life, Penlee House, PK Porthcurno, Royal Cornwall Museum and Wheal Martyn. This provided funding for the Community Engagement Curator, Museum Assistant Engagement (with a Marketing Assistant Apprenticeship at Truro College) and Museum Assistant Collections (as part of a Work Placement from the University of Exeter) funded by Arts Council England.

During the year Isobel King, the Community Engagement Curator focused on expanding our audiences and in continuing to grow our interactions with early years, families, schools and older people.

We continued to host 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 Liaison Officer, Laura Miucci, has a remit across Cornwall recording archaeological finds discovered by members of the public and processing treasure cases.

Thanks to an award of £78,000 from the Museums Association Esmée Fairbairn Collections Fund, the museum embarked on a major reappraisal of its farming collections. From April 2023 to April 2025 we will be conducting new collections research, undertaking innovative conservation, and considering how to update our collections to better reflect Cornish farming from the 1970s to today. This work is being led by Research Curator Dr. Tehmina Goskar

In addition, we also mounted eight temporary exhibits including for Talking Threads the significant loan of Grayson Perry's *Comfort Blanket*.

Our core team of over 60 volunteers have continued to help us welcome visitors to the museum, research and care for the collection and produce exhibitions. We have supported twenty-one young volunteers undertaking placements through schools, university, Duke of Edinburgh and for personal development.

In terms of finances, SKHT has achieved a positive financial position for the period reporting an operating surplus of £4,780 on a turnover of £269,638. These figures represent an increase over the previous year's surplus. During the year a revaluation of the Trust's fixed assets was

carried out and the decrease in valuation has been taken to reserves in the amount of £33,832.

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 the Trustees have agreed to a Reserve level of £57,024.50 in compliance with this policy.

In addition, the Trustees resolved to create a Special Reserve of £15,000 to provide for the continued unpredictability of energy costs.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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


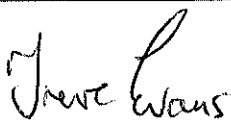
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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) | Jenny Lee | Treve Evans |
| Position (eg Secretary, Chair, etc) | Chair | Secretary |
| Date | 26 th November 2024 | |

SOUTH KERRIER HERITAGE TRUST
UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD 1ST APRIL 2023 TO 31ST MARCH 2024
Registered Charity Number 1151834



Approved Endorsing Accountant and regulated by AAT (a not-for-profit company)
registered in England and Wales, number 1047618



Shoreline Accountancy Services

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

email

shorelineaccountancy@outlook.com

SOUTH KERRIER HERITAGE TRUST - YEAR ENDED 31ST MARCH 2024

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

Working Address:

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

Trustees:

Jenny Rose Lee (Chair)
Sandra Margaret Husk
James Neil Caddy
Treve Nicholas Evans
Jane Reynolds
Julia Chambers
Sarah Pringle
Charlie Johns
Elish Calnan
Susan Elizabeth Freeman
Victoria Ruth Wiltshire

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 2023 - March 2024

| | Total | |
|---------------------------------|---------------------|--------------------------|
| | Apr 2023 - Mar 2024 | Apr 2022 - Mar 2023 (PY) |
| Income | | |
| Capital Grant Income | 15,052.09 | 2,260.39 |
| Grant Income | 157,290.93 | 151,782.81 |
| Art Fund Income | 0.00 | 191.76 |
| Comwall Council Management Fee | 45,000.00 | 45,000.00 |
| Grant for Intern | | 1,000.00 |
| Grant Income NPO | | 1,409.69 |
| Revenue Grants | 2,500.00 | 1,500.00 |
| Total Grant Income | £ 204,790.93 | £ 200,884.26 |
| Miscellaneous Income | 124.89 | |
| Museum Income | | |
| Education Income | 2,610.50 | 2,479.30 |
| Event Income | 465.00 | 497.00 |
| Gifts and Donations | 16,790.38 | 11,536.89 |
| Para Hen-Hellys - Membership | 881.31 | 175.00 |
| Sales Income | 25,896.62 | 17,810.63 |
| Total Museum Income | £ 46,643.81 | £ 32,498.82 |
| Other Income | | |
| Bank Interest Earned | 859.91 | 152.90 |
| Gift Aid | 2,167.10 | 1,826.92 |
| Total Other Income | £ 3,027.01 | £ 1,979.82 |
| Services | | 450.00 |
| Total Income | £ 269,638.73 | £ 238,073.29 |
| Total Cost of Sales | £ 15,169.71 | £ 10,020.46 |
| Total | £ 254,469.02 | £ 228,052.83 |
| Expenditures | | |
| Depreciation Expense | 15,197.18 | 2,260.39 |
| Dues and Subscriptions | | 114.00 |
| Total Employee Costs | £ 130,138.82 | £ 129,323.50 |
| Overheads | | |
| Accounts & Consultancy | 4,990.00 | 3,438.50 |
| Advertising | 6,301.03 | 5,259.72 |
| Bank Charges | 274.72 | 265.71 |
| Cafe Expenses | 514.57 | 139.92 |
| Consumables | 1,106.06 | 2,806.00 |
| Contract Maintenance | 10,094.82 | 7,484.10 |
| Education Expense` | 1,196.15 | 423.74 |
| Electricity & Water rates | 18,378.39 | 13,617.96 |
| Events | 35.65 | 971.04 |
| Exhibition Expenses | | 305.52 |
| Insurance Expense | 1,780.62 | 1,753.94 |
| Miscellaneous Expense | 174.65 | 128.17 |
| Office Expense | 596.62 | 1,167.75 |
| Project and cost of sales | 49,475.45 | 46,662.05 |
| Repairs & Maintenance | 3,370.74 | 3,112.30 |
| Subscriptions | 1,331.79 | 648.92 |
| Telephone | 2,673.51 | 2,592.00 |
| Training | 239.98 | 246.00 |
| Travel and Meetings | 1,818.05 | 1,646.98 |
| Total Overheads | £ 104,352.80 | £ 92,670.32 |
| Total Expenditures | £ 249,688.80 | £ 224,368.21 |
| Net Income/(Expenditure) | £ 4,780.22 | £ 3,684.62 |

South Kerrier Heritage Trust - Helston Museum
Balance Sheet Summary
As of March 31, 2024

| | Total | |
|---|-----------------------|-------------------------|
| | As of Mar 31, 2024 | As of Mar 31, 2023 (PY) |
| Fixed Asset | | |
| Tangible assets | 22,790.89 | 92,999.68 |
| Non-Current Assets | 0.00 | 149.10 |
| Total Fixed Asset | £ 22,790.89 | £ 93,148.78 |
| Cash at bank and in hand | 146,558.63 | 104,496.94 |
| Current Assets | 6,450.20 | 5,569.67 |
| Net current assets | £ 153,008.83 | £ 110,066.61 |
| Creditors: amounts falling due within one year | | |
| Trade Creditors | 9,600.38 | 0.00 |
| Current Liabilities | 58,271.72 | 65,086.56 |
| Total Creditors: amounts falling due within one year | £ 67,872.10 | £ 65,086.56 |
| Net current assets (liabilities) | £ 85,136.73 | £ 44,980.05 |
| Total assets less current liabilities | £ 107,927.62 | £ 138,128.83 |
| Creditors: amounts falling due after more than one year | 4,584.17 | 4,584.17 |
| Total net assets (liabilities) | £ 103,343.45 | £ 133,544.66 |
| Charity funds | 103,343.45 | 133,544.66 |

SOUTH KERRIER HERITAGE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD 1ST APRIL 2021 TO 31 MARCH 2024

- 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 2024, 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 £57,024.50. 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.

There was an adjustment made in the year with regards to the writing down of the capital grants in line with the fixed assets, the adjustments made are stated below:

| | |
|--|--------------------|
| Reserves as of 31 st March 2023 | £132,395.56 |
| Surplus for the period | £4,780.22 |
| Revaluation of assets / capital grant | <u>-£33,832.33</u> |
| Reserves as of 31 st March 2024 | £103,343.45 |

- 6 As of 31st March 2024 the balances of all grants and restricted funds is listed below:

| | |
|-----------------------------------|-----------------|
| British Museum Grant | -11,006.62 |
| CMP - Tutorial | 6,675.00 |
| Dennis Miner Grant | 375.80 |
| Esme Fair Balrn Grant | 20,729.00 |
| Legacies | 8,162.90 |
| MWJV Grant | 584.00 |
| SKHT Maintenance Responsibilities | <u>8,045.75</u> |
| | 33,565.83 |

- 7 Summary of restricted funds including reserves

| | |
|-----------------------------|------------------|
| Reserves | 57,024.50 |
| Special Reserve | 15,000.00 |
| Grants and Restricted Funds | <u>33,565.83</u> |
| | 105,590.33 |

| | |
|--|------------|
| Total Charity Funds as per balance sheet | 103,343.45 |
| Net free cash (General Funds) | -2,246.88 |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

SOUTH KERRIER HERITAGE TRUST.

On accounts for the year
ended

31st March 2024

Charity no
(if any)

1151834

Set out on pages

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

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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.

* Please delete the words in the brackets if they do not apply.

Signed:



Date:

28/6/24

Name:

CLAIRE MARTYN

Relevant professional
qualification(s) or body

MAAT 1003572

(if any):

Address: PERFECT SUMS BOOKKEEPING + ACCOUNTS LTD
UNITS WHGAL AGAR.
TOWADDON ENERGY PARK CAMBRIDGE TR14 0HX

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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|--|