

THE MILLS ARCHIVE TRUST

England & Wales · Charity number 1155828

Details

Status Registered

Legal form CIO

Registered 2014-02-18

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

Contact

Address The Mills Archive Trust
Watlington House
44 Watlington Street
Reading
RG1 4RJ

Phone 01189502052

Email enquiries@millsarchive.org

Website millsarchive.org

Activities

Objects: THE OBJECTS OF THE CIO ARE: 1) TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECT OF MILLS AND MILLING BY ESTABLISHING AND PRESERVING, AND FACILITATING THE PUBLIC USE OF, THE ARCHIVE COMPRISING THE COLLECTION; 2) TO FORM, ESTABLISH AND SUPPORT, AND TO AID IN THE FORMATION, ESTABLISHMENT AND SUPPORT OF, ANY OTHER CHARITIES AND VOLUNTARY BODIES, ESTABLISHED FOR, OR ADVANCING, CHARITABLE PURPOSES THE SAME AS, OR SIMILAR TO, THOSE OF THE CIO, FOR THE BENEFIT OF THE PUBLIC.

Activities: We are a permanent repository for the documentary and photographic records of traditional and contemporary mills and milling, as well as similar structures dependent on traditional power sources. We make material freely available for public inspection and use in research and learning and welcome serious researchers, as well as to those who simply want to find out more about our milling heritage.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Throughout England And Wales

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £262,890 | £259,330 | - | - |
| 2024-03-31 | £225,330 | £222,189 | - | - |
| 2023-03-31 | £163,000 | £193,661 | - | - |
| 2022-03-31 | £156,859 | £184,463 | - | - |
| 2021-03-31 | £162,712 | £165,638 | - | - |

Trustees

| Name | Role | Appointed |
|--|-------|------------|
| Dr Ronald Frederick Cookson MBE MA PhD | Chair | 2014-02-17 |
| Amanda Knight LLB | | 2024-11-05 |
| CHARLES PINCHBECK | | 2015-08-11 |
| Dr MARGARET SIMONS | | 2014-05-13 |
| Graham Douglas Hackney | | 2015-05-12 |
| Martin James Savage | | 2018-11-13 |
| Michael Jonathon Evans BA | | 2014-08-12 |
| Michael Stephen Cookson | | 2025-02-11 |
| Mildred May Cookson | | 2014-02-17 |

THE MILLS ARCHIVE TRUST

England & Wales - Charity number 1155828

Accounts



**THE MILLS ARCHIVE TRUST
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

Holy Brook Associates Ltd

The Mills Archive Trust Contents

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The Mills Archive Trust

Trustees' Report For The Year Ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025.

Objectives and Activities

Aims and Objectives

The Trustees present their annual report together with the financial statements of The Mills Archive Trust (the charity) for the year ended 31 March 2025. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Structure, Governance and Management

The Mills Archive Trust is an educational charity registered with the Charity Commission for England and Wales. Registered as a Charitable Trust in April 2002 (registration no 1091534) the charity was incorporated as a Foundation Charitable Incorporated Organisation (registration no 1155828) in February 2014. The Charity is controlled by its constitution dated 18 February 2014 and the management of the Charity is the responsibility of the Trustees, who are elected under the terms of that constitution.

The Trustees confirm that in setting our objectives and planning our activities, they have given careful consideration to the Charity Commission's general guidance on public benefit.

Our strategic plan for the period up to 2027 highlights three thematic priorities:

1. The Contemporary Importance of Renewable Energy

The threat of climate change mandates the move from the use of fossil-based fuels to generate electricity. The history of renewable energy, based on wind- or water-power, is one of our areas of expertise and offers many research and education opportunities.

2. The Preservation of Vanishing Skills

Traditional wind- and water-mills over the last millennium have relied on the skills of millers and millwrights to operate, maintain, and repair them. In the last century many have disappeared and their survival as heritage assets is dependent on an ever-decreasing group of craftsmen and women. There is an urgent need to record and make public the technical details of their crafts and the potential impact of the loss of this aspect of cultural heritage.

3. Feeding the World

The history of milling has many stories of hope in a world where the number of people affected by hunger globally rose to 828 million in 2021. We aim to address the UN concern that the world is moving in reverse, away from the goal of ending hunger, food insecurity and malnutrition by 2030.

We plan for growth, building on our wealth of material on the uses of wind- and waterpower. With our information services, research and education as key priorities, we aim to ensure sustainability. We need this to deliver our mission to protect, preserve and promote milling history for people to learn from and enjoy, and achieve our vision to work to create a world in which the role of milling and all its contributors – from ancient times and up to present day – are understood, valued and recognised as integral to people's histories and lives today.

Following the successful renewal of our national accreditation as an archive in March 2023, we will continue to invest in information services as a base to establish ourselves as an educational charity with a world-class archive and a strong record of research and scholarship.

We welcomed two new trustees to our governing body during the year, both of whom strengthen our board in various ways. Amanda Knight joined us in November 2024 and Mike Cookson in February 2025. Amanda brings legal and charity experience; Mike has a background in digital strategy and international marketing.

Public Benefit

The objects of the charity are:

To advance the education of the public in the subject of mills and milling by establishing and preserving and facilitating the public use of the archive to form, establish and support, and to aid in the formation, establishment and support of any other charities and voluntary bodies, established for, or advancing, charitable purposes, the same as, or similar to those of the charity, for the benefit of the public.

We continue to be grateful to our volunteers who have helped us achieve so much this year. We acknowledge the continuing backing from our regular supporters and the contributions from a significant number of new donors providing further support for our appeals to cover core costs.

...CONTINUED

The Mills Archive Trust Trustees' Report (continued) For The Year Ended 31 March 2025

Public Benefit - continued

In the financial year 2024-5, the Archive accessioned 104 new boxes of material and 3.86 GB of digital files. Significant accessions included the archives of mill researchers Michael Yates (mills in the UK), Chris Gibbings (mills across Europe) and Geoffrey Starmer (Northamptonshire), as well as the photographs and technical drawings of architect John Reynolds.

This year we have completed the cataloguing of the Millers' Mutual Association, whose collection preserves the history of the UK flour milling industry over the course of the 20th century, from the efforts made to rationalise the industry and prevent over-competition in the 1920s, through the story of mills during the Blitz, to more recent decades.

A set of very large minute books in the Millers' Mutual collection are a gold mine of research material on the consolidation of the milling industry after the First World War. Having carefully conserved them we are now investing in digitising content.

We continue to expand our renewable energy holdings. A new initiative for us this year has been a collaboration with the local Community Benefit Society Reading Hydro, who operate a water turbine scheme on the River Thames. We are working with them to collect and archive the records of their work. We have also carried out cataloguing work and accessioned additional records from the collection of Peter Musgrove CBE, a significant figure in the development of wind turbines.

Last year, our focus was on developing a range of educational resources for teenagers. Building on that foundation, we have expanded our work by creating artwork with primary school children and launching a new digital exhibition on the history of renewable energy, designed by our project intern, Polly Bodgener.

Children took part in a series of creative workshops led by project "artists-in-residence" Matt Hulse, Jacky Oliver, and Jelly's Kate Powell and Emma Bradbury. Matt Hulse guided children in making mixed-media wall hangings themed around wind, water, and electric power and created a short film of their work.

Jacky Oliver helped children craft windmills and wind turbines from recycled materials, showing the evolution of energy technology. The Jelly artists led a textile workshop exploring the historical role of textile mills. Each session included a short introduction by the Trust on the history and modern relevance of wind and waterpower, linking it to renewable energy and climate change.

As well as deepening its partnership with Reading Hydro, the Trust launched the "Reading's Milling Heritage" walk, tracing historic milling sites across the town, supported by a printed leaflet and a complementary exhibition showcasing related artefacts and stories.

The Trust's commitment to renewable electricity generation has fostered key partnerships with organisations such as the University of Reading, Ecotricity (via the Green Park Wind Turbine), the National Archives, and European heritage bodies.

We aim to become a certified "Carbon Literate" organisation, with staff and volunteers working towards individual certification. We demonstrated our dedication to renewable energy heritage at the September Archives and Records Association conference in Birmingham, presenting our work at local, national, and international levels.

Feeding the World is one of our key strategic themes covering various elements of our work. The story of the Millers' Mutual Association and UK Flour Millers is a key element, along with the history and contemporary contribution made by modern industry.

During the summer we hosted four interns from the University of Reading, each addressing the global problem of food supply and how the history of milling offers messages of hope. Typical is a leaflet, outlining developments in feeding the world over the last eight decades created by Katie Dawson and Poppy Duff. Intern Sofia Pantsjoha defined and visualised an overarching message for the Trust's three educational themes "From History to Hope". Both projects will become building blocks for updating our website.

Sofia's internship was extended to test interest in and establish a Youth Sustainability Panel, open to 18-35 year olds, to ensure that the voice of a new generation is heard and ensure our messages and media are chosen to engage young people with an interest in climate change or world hunger.

Our first online "Caring for your Collection" webinar was so well-received we ran a second one in November 2024. Presented by members of staff, volunteers and trustees Amanda Knight and Mildred Cookson, it attracted a wide audience and has encouraged us to make this a regular part of our educational work.

Another Research Publication published this year, raised the total to 21. The book, on the windmills of Bristol and Gloucestershire, marks the seventh detailed windmill gazetteer we have released, the other covering Berkshire and Oxfordshire, Buckinghamshire, Hampshire, Huntingdonshire, Nottinghamshire and "The Mills of the Isles". Each provides a well-referenced history of each mill, illustrated where possible with images from our collections.

We are grateful for the second instalment of a 2-year grant from the Garfield Weston Foundation, supporting the continuing development of our digital presence. Similarly we are indebted to the Swire Charitable Trust for a 2-year grant to establish our Caring for an Icon initiative aimed at preserving the vanishing skills of traditional millwrights. We were the only UK winner of a Europe wide competition financed by the Council of Europe and the European Commission. This will enable us to begin to map the history across Europe of the growth of wind energy to generate electricity. Our website traffic continues to increase. Virtual visitors during the year increased by 10% to 138,000.

**The Mills Archive Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Statement on Risk Management

The Trustees have examined the major strategic, business, and operational risks which the charity faces and confirm that systems have been established to mitigate these risks

Financial Review

Financial Position

Total income was boosted substantially over last year by grants to support our core costs resulting in a small surplus. Our unrestricted reserve (cash plus Gift Aid due) at year end of £68,780 was up 15% on the previous year providing cover for 5 months of unrestricted costs, slightly below our target of 6 months.

Reserves Policy

It is the policy of the charity to aim for an unrestricted reserve of six months of unrestricted expenditure.

Reference and Administrative Details

Trustees

Ms Mildred Cookson
Mr Charles Pinchbeck
Ms Amanda Knight LLB (appointed 05/11/2024)
Mr Martin Savage
Mr Michael Cookson (appointed 11/02/2025)
Mr Michael Evans BA
Mr Graham Hackney
Dr Margaret Simons
Dr Ronald Cookson MBE MA PhD - Chair
Dr Ashok Vaidya

Other Personnel

Ms E Bartram - Director

Charity Number

1155828

Principal Address

Watlington House
44 Watlington Street
Reading
RG1 4RJ

Independent Examiner

Rachel Eden FCMA
Holy Brook Associates Ltd
Curious Lounge
Reading
Berkshire
RG11NH

Bankers

Charities Aid Foundation
25 Kings Avenue

**The Mills Archive Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Kings Hill
West Malling

Solicitors

Blandy and Blandy LLP
One Friar Street
Reading

Additional Bankers

Santander
Bridle Road
Bootle
L30 4UE

**The Mills Archive Trust
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing the financial statements the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at anytime the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The trustees' report was approved by the board of trustees and signed on its behalf by:



Dr Ronald Cookson MBE MA PhD

**Trustee
11/11/2025**

The Mills Archive Trust
Independent Examiner's Report to the Trustees of The Mills Archive Trust
For The Year Ended 31 March 2025

I report to the trustees on my examination of the accounts of The Mills Archive Trust (the Trust) for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the charity trustees of the Trust 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

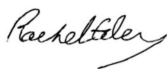
Independent Examiner's Statement

Since the Trust'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 Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents 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.



Rachel Eden FCMA
25/11/2025
Curious Lounge
Reading
Berkshire
RG11NH

The Mills Archive Trust
Statement of Financial Activities
For The Year Ended 31 March 2025

| | | Unrestricted funds | Restricted funds | 2025 Total funds | 2024 Total funds |
|------------------------------------|-----------|-----------------------|----------------------|------------------------|------------------------|
| | Notes | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS FROM: | | | | | |
| Donations and legacies | 4 | 144,493 | 100,923 | 245,416 | 214,176 |
| Charitable activities: | | | | | |
| Charitable Activities | | 16,268 | - | 16,268 | 9,912 |
| Investments | 5 | 1,137 | - | 1,137 | - |
| Other | 6 | 69 | - | 69 | 1,242 |
| | | <u>161,967</u> | <u>100,923</u> | <u>262,890</u> | <u>225,330</u> |
| EXPENDITURE ON: | | | | | |
| Raising funds | | (26,612) | (1,749) | (28,361) | (26,677) |
| Charitable activities: | | | | | |
| Charitable Activities | | (131,896) | (99,073) | (230,969) | (195,514) |
| | | <u>(158,508)</u> | <u>(100,822)</u> | <u>(259,330)</u> | <u>(222,191)</u> |
| NET INCOME | | 3,459 | 101 | 3,560 | 3,139 |
| NET MOVEMENT IN FUNDS | | 3,459 | 101 | 3,560 | 3,139 |
| RECONCILIATION OF FUNDS: | | | | | |
| Total funds brought forward | | 60,945 | 16,144 | 77,089 | 73,949 |
| TOTAL FUNDS CARRIED FORWARD | 14 | <u><u>64,404</u></u> | <u><u>16,245</u></u> | <u><u>80,649</u></u> | <u><u>77,088</u></u> |

The notes on pages 10 to 14 form part of these financial statements.

The Mills Archive Trust
Comparative Statement of Financial Activities
For The Year Ended 31 March 2025

| | Notes | Unrestricted funds £ | Restricted funds £ | 2024 Total funds £ |
|------------------------------------|-----------|----------------------------|--------------------------|-----------------------------|
| INCOME AND ENDOWMENTS FROM: | | | | |
| Donations and legacies | 4 | 125,772 | 88,404 | 214,176 |
| Charitable activities: | | | | |
| Charitable Activities | | 9,912 | - | 9,912 |
| Other | 6 | 1,242 | - | 1,242 |
| | | <u>136,926</u> | <u>88,404</u> | <u>225,330</u> |
| EXPENDITURE ON: | | | | |
| Raising funds | | (30,741) | 4,064 | (26,677) |
| Charitable activities: | | | | |
| Charitable Activities | | (115,685) | (79,829) | (195,514) |
| | | <u>(146,426)</u> | <u>(75,765)</u> | <u>(222,191)</u> |
| NET INCOME | | <u>(9,500)</u> | <u>12,639</u> | <u>3,139</u> |
| NET MOVEMENT IN FUNDS | | <u>(9,500)</u> | <u>12,639</u> | <u>3,139</u> |
| RECONCILIATION OF FUNDS: | | | | |
| Total funds brought forward | | 70,444 | 3,505 | 73,949 |
| TOTAL FUNDS CARRIED FORWARD | 14 | <u><u>60,944</u></u> | <u><u>16,144</u></u> | <u><u>77,088</u></u> |

The notes on pages 10 to 14 form part of these financial statements.

**The Mills Archive Trust
Statement of Financial Position
As At 31 March 2025**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2025 Total funds £ | 2024 Total funds £ |
|---|-----------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| FIXED ASSETS | | | | | |
| Tangible Assets | 11 | 15,501 | - | 15,501 | 19,376 |
| | | 15,501 | - | 15,501 | 19,376 |
| CURRENT ASSETS | | | | | |
| Cash at bank and in hand | | 50,691 | 16,245 | 66,936 | 57,712 |
| | | 50,691 | 16,245 | 66,936 | 57,712 |
| Creditors: Amounts Falling Due Within One Year | 12 | (1,788) | - | (1,788) | - |
| NET CURRENT ASSETS (LIABILITIES) | | 48,903 | 16,245 | 65,148 | 57,712 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 64,404 | 16,245 | 80,649 | 77,088 |
| NET ASSETS | | 64,404 | 16,245 | 80,649 | 77,088 |
| FUNDS OF THE CHARITY | | | | | |
| Restricted Funds | | | | 16,245 | 16,144 |
| Unrestricted Funds | | | | 64,404 | 60,944 |
| TOTAL FUNDS | 14 | | | 80,649 | 77,088 |

The financial statements were approved by the board of trustees on 11 November 2025 and were signed on its behalf by:



Dr Ronald Cookson MBE MA PhD

Trustee

The notes on pages 10 to 14 form part of these financial statements.

**The Mills Archive Trust
Notes to the Financial Statements
For The Year Ended 31 March 2025**

1. General Information

The Mills Archive Trust is a Charitable Incorporated Organisation registered with the Charity Commission, registered charity number 1155828. The principal address is Watlington House , 44 Watlington Street, Reading, RG1 4RJ.

2. Statement of Compliance

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

3. Accounting Policies

3.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention.

The charity is a Public Benefit Entity as defined by FRS 102.

3.2. Going Concern Disclosure

The trustees have not identified any material uncertainties related to events or conditions that may cast significant doubt about the charity's ability to continue as a going concern.

3.3. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds comprise unrestricted funds that have been set aside by the trustees for a specific purpose.

Restricted funds are to be used for specific purposes as laid down by the donor.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

3.4. 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 | 20% |
|---------------------|-----|

3.5. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

4. Income from Donations and Legacies

| | Unrestricted | Restricted | 2025 |
|---------------------------------------|---------------------|-------------------|--------------|
| | funds | funds | Total |
| | £ | £ | £ |
| Donations and gifts | 77,252 | - | 77,252 |
| Member subscriptions and sponsorships | 2,710 | - | 2,710 |
| Gift aid | 16,930 | - | 16,930 |
| Grants | 47,601 | 100,923 | 148,524 |
| | 144,493 | 100,923 | 245,416 |

The Mills Archive Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

| | Unrestricted funds | Restricted funds | 2024 Total funds |
|---------------------------------------|-------------------------------|-----------------------------|---------------------------------|
| | £ | £ | £ |
| Donations and gifts | 100,772 | 10,000 | 110,772 |
| Member subscriptions and sponsorships | - | - | - |
| Gift aid | - | - | - |
| Grants | 25,000 | 78,404 | 103,404 |
| | <u>125,772</u> | <u>88,404</u> | <u>214,176</u> |

5. Investment Income

| | 2025 Unrestricted funds | 2024 Unrestricted funds |
|--------------------------|--|--|
| | £ | £ |
| Bank interest receivable | <u>1,137</u> | <u>-</u> |

6. Other Income

| | 2025 Unrestricted funds | 2024 Unrestricted funds |
|---------------------|--|--|
| | £ | £ |
| Other income type A | <u>69</u> | <u>1,242</u> |

7. Net Income/(Expenditure)

The net income is stated after charging/(crediting):

| | 2025 | 2024 |
|---|--------------|-------------|
| | £ | £ |
| Depreciation of tangible fixed assets - owned | <u>3,875</u> | <u>-</u> |

8. Independent Examiner's Remuneration

| | 2025 | 2024 |
|---|--------------|-------------|
| | £ | £ |
| Independent examination of the financial statements | 504 | 360 |
| Other assurance services | 648 | - |
| Tax advisory services | - | - |
| Other financial services | 799 | 346 |
| | <u>1,951</u> | <u>706</u> |

The Independent Examiner received remuneration of £504 including VAT for examination and £648 for review and preparation of the accounts. The same firm received remuneration of £798.60 including VAT for other services relating to payroll and pensions administration during the year.

The Mills Archive Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

9. Staff Costs

Staff costs were as follows:

| | 2025 | 2024 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Wages and salaries | 93,314 | 86,884 |
| Social security costs | 13,799 | 10,994 |
| Other pension costs | 4,128 | 3,182 |
| | <u>111,241</u> | <u>101,060</u> |

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

10. Average Number of Employees

Average number of employees during the year was: 4 (2024: 4)

11. Tangible Assets

| | Fixtures & Fittings |
|----------------------------|--------------------------------|
| | £ |
| Cost | |
| As at 1 April 2024 | 19,376 |
| As at 31 March 2025 | <u>19,376</u> |
| Depreciation | |
| As at 1 April 2024 | - |
| Provided during the period | 3,875 |
| As at 31 March 2025 | <u>3,875</u> |
| Net Book Value | |
| As at 31 March 2025 | <u>15,501</u> |
| As at 1 April 2024 | <u>19,376</u> |

12. Creditors: Amounts Falling Due Within One Year

| | 2025 | 2024 |
|------------------------------|--------------|-------------|
| | £ | £ |
| Trade creditors | (1) | - |
| Other creditors | 745 | - |
| Accruals and deferred income | 1,044 | - |
| | <u>1,788</u> | <u>-</u> |

13. Pension Commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

During the year the charge to the statement of financial activities in respect of defined contribution schemes was £4,128 (2024: £3,182).

At the statement of financial position date contributions of £NIL were due to the fund and are included in creditors.

The Mills Archive Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

14. Movement in Funds

| | As at 1 April 2024 | Income | Expenditure | As at 31 March 2025 |
|-------------------------------------|-------------------------------|----------------|--------------------|--------------------------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General: | | | | |
| General unrestricted fund | 46,596 | 161,967 | (158,508) | 50,055 |
| Designated: | | | | |
| Collections fund | 5,181 | - | - | 5,181 |
| Education and outreach fund | 2,480 | - | - | 2,480 |
| Research fund | 6,688 | - | - | 6,688 |
| | <u>14,349</u> | <u>-</u> | <u>-</u> | <u>14,349</u> |
| Total unrestricted funds | <u>60,945</u> | <u>161,967</u> | <u>(158,508)</u> | <u>64,404</u> |
| Restricted funds | | | | |
| Trustees for Reading EmPOWERed | 6,000 | - | (3,392) | 2,608 |
| National Lottery Heritage Fund | 2,800 | 87,824 | (81,536) | 9,088 |
| Reading University | - | 6,406 | (6,462) | (56) |
| Millers' Mutual Association | 7,344 | - | (7,345) | (1) |
| European Council Heritage Open Days | - | 6,693 | (2,087) | 4,606 |
| | <u>16,144</u> | <u>100,923</u> | <u>(100,822)</u> | <u>16,245</u> |
| Total restricted funds | <u>16,144</u> | <u>100,923</u> | <u>(100,822)</u> | <u>16,245</u> |
| Total funds | <u>77,089</u> | <u>262,890</u> | <u>(259,330)</u> | <u>80,649</u> |
| | As at 1 April 2023 | Income | Expenditure | As at 31 March 2024 |
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General: | | | | |
| General unrestricted fund | 56,095 | 136,926 | (146,426) | 46,595 |
| Designated: | | | | |
| Collections fund | 5,181 | - | - | 5,181 |
| Education and outreach fund | 2,480 | - | - | 2,480 |
| Research fund | 6,688 | - | - | 6,688 |
| | <u>14,349</u> | <u>-</u> | <u>-</u> | <u>14,349</u> |
| Total unrestricted funds | <u>70,444</u> | <u>136,926</u> | <u>(146,426)</u> | <u>60,944</u> |
| Restricted funds | | | | |
| Trustees for Reading EmPOWERed | - | 10,000 | (4,000) | 6,000 |
| National Lottery Heritage Fund | - | 76,945 | (74,145) | 2,800 |

...CONTINUED

The Mills Archive Trust
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

| | | | | |
|-------------------------------|---------------|----------------|------------------|---------------|
| Reading University | - | 1,459 | (1,459) | - |
| Millers' Mutual Association | 3,505 | - | 3,839 | 7,344 |
| Total restricted funds | <u>3,505</u> | <u>88,404</u> | <u>(75,765)</u> | <u>16,144</u> |
| Total funds | <u>73,949</u> | <u>225,330</u> | <u>(222,191)</u> | <u>77,088</u> |

15. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

16. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure.

CERTIFICATE *of* SIGNATURE

REF. NUMBER
WBCQT-XSM47-XXKHP-KGH4R

DOCUMENT COMPLETED BY ALL PARTIES ON
05 DEC 2025 11:13:28
UTC

SIGNER

RACHEL EDEN

EMAIL
RACHEL.EDEN@HOLYBROOK.COM

TIMESTAMP

SENT
05 DEC 2025 11:13:28

SIGNED
05 DEC 2025 11:13:28

SIGNATURE



IP ADDRESS
82.12.207.190

LOCATION
READING, UNITED KINGDOM



THE MILLS ARCHIVE TRUST

England & Wales - Charity number 1155828

Accounts

THE MILLS ARCHIVE TRUST
(A charitable incorporated organisation)
CIO Number 1155828

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL
STATEMENTS FOR THE YEAR 31 MARCH 2024



THE MILLS ARCHIVE TRUST

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**THE MILLS ARCHIVE TRUST
REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY,
ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024**

Trustees

Dr RF Cookson MBE, Chairman

Dr AW Vaidya, Vice Chairman

Mrs MM Cookson

Mr MJ Evans

Mr G Hackney

Mr C Pinchbeck DL

Mr MJ Savage JP

Dr M Simons

Director

Ms E Bartram

Charity registered number 1155828

Principal office

Watlington House. 44 Watlington Street, Reading RG1 4RJ

Accountants

Holy Brook Associates Ltd, The Curious Lounge, 20 Tudor Road, Reading, RG1 1NH

Bankers

Charities Aid Foundation 25 Kings Avenue, Kings Hill, West Malling ME19 4JQ

Santander Bridle Road, Bootle, Merseyside 30 4GB

Solicitors

Blandy and Blandy LLP One Friar Street, Reading RG1 1DA

MILLS ARCHIVE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the financial statements of The Mills Archive Trust (the charity) for the year ended 31 March 2024. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Structure, governance, and management

The Mills Archive Trust is an educational charity registered with the Charity Commission for England and Wales. Registered as a Charitable Trust in April 2002 (registration no 1091534) the charity was incorporated as a Foundation Charitable Incorporated Organisation (registration no 1155828) in February 2014. The Charity is controlled by its constitution dated 18 February 2014 and the management of the Charity is the responsibility of the Trustees, who are elected under the terms of that constitution.

The Trustees confirm that in setting our objectives and planning our activities, they have given careful consideration to the Charity Commission's general guidance on public benefit.

Our strategic plan for the period up to 2027 highlights three thematic priorities:

1. Feeding the World

The history of milling has many stories of hope in a world where the number of people affected by hunger globally rose to 828 million in 2021. We aim to address the UN concern that the world is moving in reverse, away from the goal of ending hunger, food insecurity and malnutrition by 2030.

2. The Contemporary Importance of Renewable Energy

The threat of climate change mandates the move from the use of fossil-based fuels to generate electricity. The history of renewable energy, based on wind- or water-power, is one of our areas of expertise and offers many research and education opportunities.

3. The Preservation of Vanishing Skills

Traditional wind- and water-mills over the last millennium have relied on the skills of millers and millwrights to operate, maintain, and repair them. In the last century many have disappeared and their survival as heritage assets is dependent on an ever-decreasing group of craftsmen and women. There is an urgent need to record and make public the technical details of their crafts and the potential impact of the loss of this aspect of cultural heritage.

We plan for growth, building on our wealth of material on the uses of wind- and waterpower. With our information services, research and education as key priorities, we aim to ensure sustainability. We need this to deliver our mission to protect, preserve and promote milling history for people to learn from and enjoy, and achieve our vision to work to create a world in which the role of milling and all its contributors – from ancient times and up to present day – are understood, valued and recognised as integral to people's histories and lives today.

Following the successful renewal of our national accreditation as an archive in March 2023, we will

invest in information services as a base to establish ourselves as an educational charity with a world-class archive with a strong record of research and scholarship.

Statement on risk management

The Trustees have examined the major strategic, business, and operational risks which the charity faces and confirm that systems have been established to mitigate these risks.

Objects and activities for public benefit

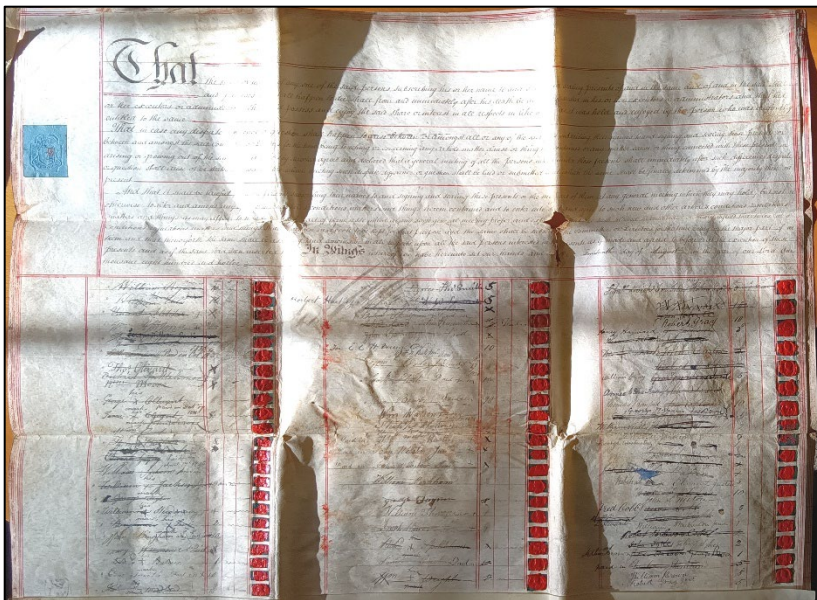
The objects of the charity are:

to advance the education of the public in the subject of mills and milling by establishing and preserving and facilitating the public use of the archive to form, establish and support, and to aid in the formation, establishment and support of any other charities and voluntary bodies, established for, or advancing, charitable purposes, the same as, or similar to those of the charity, for the benefit of the public.

We continue to be grateful to our volunteers who have helped us achieve so much this year. We acknowledge the continuing backing from our regular supporters and the contributions from a significant number of new donors providing further support for our appeals to cover core costs.

In the financial year 2023-24 the Archive accessioned 47 new boxes of material and 1.82 GB of digital files. Significant accessions included the archives of the late David Jones one of the UK's most prominent watermill researchers. He started research in 1953 and was very active until he died 70 years later. His collection will greatly enhance our coverage of mills in Wales, and of water-power more generally. His extensive collection of Welsh mill photographs covers time and place in great detail.

Another significant accession was the North Leverton Windmill archive. The only windmill in England to have continued working without a break from its construction to the present.



Built in 1813, the mill was founded as a subscription company for local people.

The archive includes the original founding deed with the signatures of the original subscribers (or in many cases just a cross for those who could not write).

We have continued to develop our collections relating to renewable energy and our library has been much enriched by the archive of Professor David Elliott. As Professor of Technology Policy at the Open University, he created several courses in Design and Innovation, emphasising how the innovation development process can be directed towards sustainable technologies. His main research interests include the development of sustainable energy technologies, particularly renewable energy systems.

Cataloguing projects in the last year have continued to focus on two large collections. Alan Stoyel's collection mainly covers UK watermills, and volunteers have catalogued and indexed his notes and are listing and digitising his prints and slides. We have also continued working through the archives of the Millers' Mutual Association and UK Flour Millers.

A set of very large minute books in the Millers' Mutual collection posed a particular challenge due to the decay of the leather bindings, but with training from a professional conservator, the archivist and volunteers were able to consolidate the decaying leather and clean and rehouse the minute books.



In March we made our first foray into delivering online webinars. The topic was “Caring for your Collection”, a repackaged version of courses we used to run in person, pre-Covid, at our home at Watlington House in Reading. Converting into an online format allows them to be shared more widely and provide greater access to people across the country and even overseas. In addition to members of staff and trustee Mildred Cookson, we invited several volunteers to contribute, giving their perspectives on the issues from their time working at the archive.



“It's really a great place to go if you want to know how to start...”

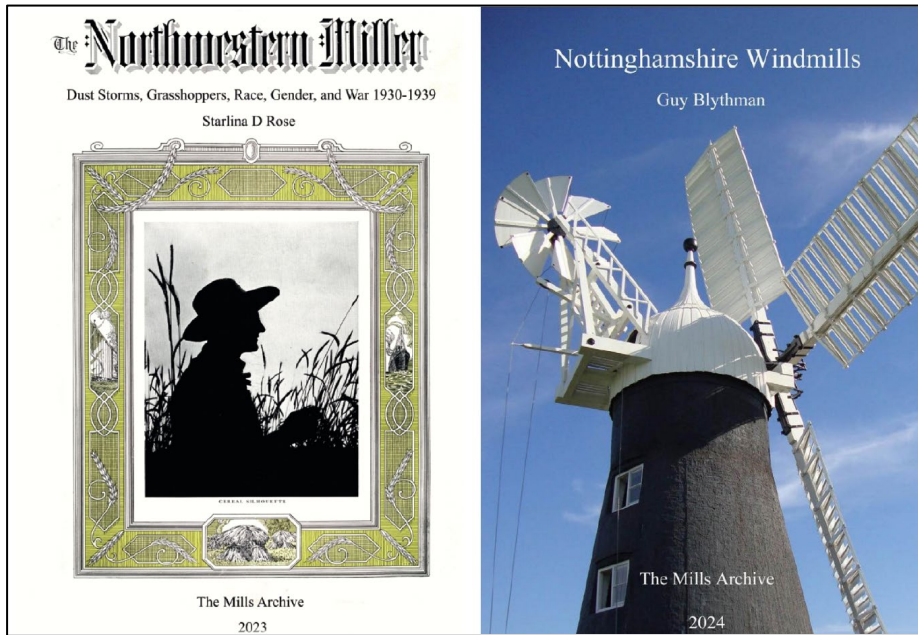
“It's been helpful because it's the actual nuts and bolts of how you actually catalogue something.”

“It was all extremely good for us, taking over care of an archive partly catalogued. My colleague volunteers have been re-enthused...”

Two webinars held over two weeks looked at all aspects of archival care, including archival cataloguing, preservation of the physical items and the world of digital collections. The first workshop addressed the most basic questions – what are records and archives? Why keep them in the first place? Who should be involved, and how should they go about it? The second explored the different risks to the preservation of archival collections, and how these can be managed. We looked at the topic of digitisation, and how this helps to preserve and provide access to information.

Two more Research Publications were published this year, raising the total to 21. “The Northwestern Miller: Dust Storms, Grasshoppers, Race, Gender and War – 1930-1939” covers the period from the Wall Street Crash until the outbreak of the Second World War, a momentous time in the shaping of America. The journal provides a contemporary and detailed account of the impact on the milling industry of the Crash, the ensuing depression and the cataclysmic drought that followed. It also

illuminates a challenging and humbling narrative on prevalent social aspects such as racism and prejudice against women.

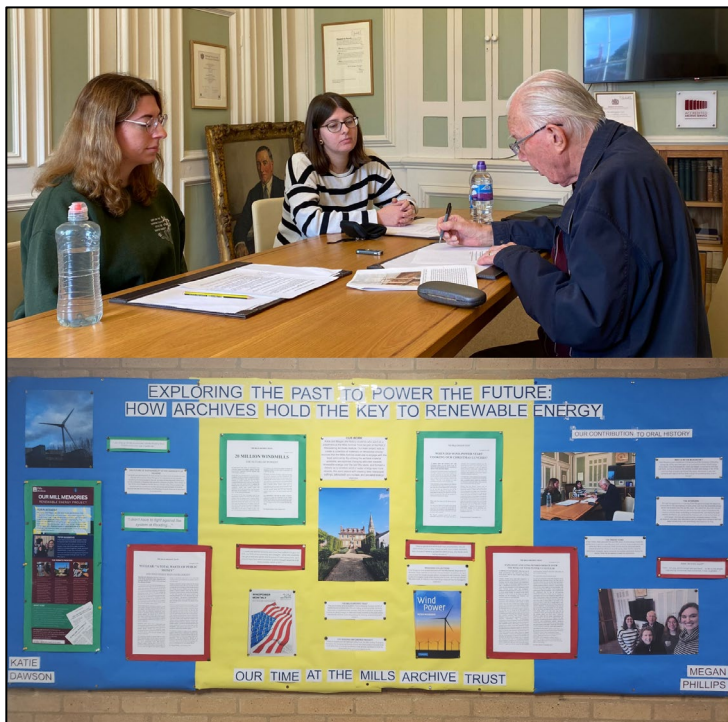


We are grateful to the AHRC/White Rose College grant scheme for providing three months' support for PhD student, Starlina Rose to digitize 541 Northwestern Miller issues, analyse the information, and write such a compelling account.

We also acknowledge the work of volunteer Guy Blythman who added our second volume of the year "Nottinghamshire windmills". This is the fifth and largest county gazetteer we have published together.

Last year's generous grant from the Millers' Mutual Association, supported this year by an equally helpful 2-year grant from the Garfield Weston Foundation, has enabled us to continue developing our digital presence. Our website traffic continues to increase. Virtual visitors during the year increased by 8% to 124,000.

Our innovative heritage project, "Reading emPOWERed", started in April with funding from The National Lottery Heritage Fund and a grant from two local trustees. With a focus on preserving and sharing the history of renewable energy sources, a range of local people are drawing on the Archive's existing records to create new archival and educational material. So far, we have engaged various young individuals, all aged from 14 -23: three university placement students, one work experience school student, and a postgraduate intern whose term we extended from 3 to 6 months.



Katie Dawson and Megan Phillips had a very successful university placement with us, creating an education pack that is now on our website. This pack focuses on the arguments for renewable energy in the 70s and 80s and includes a mock debate on the pros and cons of wind- and water-power. They interviewed Peter Musgrove, who donated his collection to us last year.

"Interviewing wind-energy expert Peter Musgrove was incredible. Discovering the changing attitudes towards wind power since the 1970s was crucial in helping us piece together what we have researched. It was very interesting to see how the UK has progressed towards using renewable energy over the last fifty years."

Their work was made into an exhibition in the University of Reading's history department.

As well as developing educational packs for teens and compiling reading lists for our website, we are planning to launch an online digital exhibition on the history of renewable energy designed by intern Polly Bodgener.

We have developed opportunities to involve the local community, schools, and colleges in joint projects with Design Nature CIC, the arts education charity Jelly, the Ukrainian Community Centre, and Reading University's Renewable Energy Masters course.

The September Heritage Open Days gave us the opportunity for a community workshop in partnership with the Arts charity, Jelly. Designed for all ages, this was the first of a series of seven collaborative workshops for schools during the project, each planned to be conducted by an "artist in residence".



As our relationship with local schools develops, we will offer more short-term work experience places to secondary school children. Not only do we provide a safe and supportive environment, we find participants are very motivated by our interest in global issues such as climate change of feeding a world where an increasing number are suffering from hunger and malnutrition.

Work experience students Tzipi and Jaahnavi (below) were actively involved in our information handling. When assessing our website, Tzipi commented "In the Volunteers and Work Experience section maybe link to use for humanities students who can't often find work experience – Archiving gives skills that are transferrable and can be used in other humanities fields. Most interesting parts of website: Sugar and Slavery; Mills and People (interesting stories); Features and articles; Gems of the Archive."

Jaahnavi reflected on her experience "In my time here my awareness about climate change anxiety increased. I never realized I felt this anxious about climate change until I read Hannah Ritchie's "Not the end of the world" and I was extremely happy that I was given a project to design a booklet based on her book. I learnt how to be optimistic about climate change rather than pessimistic. In my time here I was given projects to write about different topics which I found very interesting to research. I gained more knowledge in how the history of mills was related to our renewable sources of energy."



Financial Position

Total income was boosted substantially over last year by an increase in voluntary contributions, and the first tranche of the grant from the National Lottery Heritage Fund. Grant-related activity increased expenditure, but control of other costs in the face of marked inflation provided a small surplus. Unrestricted expenditure was reduced from the previous year as some overheads were covered by the Lottery grant. With that support, our unrestricted reserve (cash plus Gift Aid due) at year end of £60,860 provided cover for 5.2 months of unrestricted costs, 10% up on the previous year but slightly below our target of 6 months. If the remaining Lottery-funded “full cost recovery” of £27,000 is considered, the cover increases to 7.5 months. As this support will be payable in quarterly instalments to July 2025, we are budgeting to increase our unrestricted reserves to cushion the impact of that support dwindling in 2025-2026.

Reserves Policy

It is the policy of the charity to aim for an unrestricted reserve of six months of unrestricted expenditure.

Trustees’ responsibilities statement

The Trustees are responsible for preparing the Trustees’ report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources of the charity for that year. In preparing these financial statements the Trustees are required to:

Select suitable accounting policies and then apply them consistently.

Observe methods and principles in the Charities SORP.

Make judgements and accounting estimates that are reasonable and prudent.

State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity’s transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that financial statements comply with the Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 7 May 2024 and signed on their behalf by:



.....
R F Cookson
Chairman



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Mills Archive Trust

**On accounts for the year
ended**

31st March 2024

Charity no

1155828

Set out on pages

12-15

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention 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 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:

12th August 2024

Name:

Rachel Eden

Relevant professional qualification(s) or body (if any): FCMA (Fellow of the Chartered Institute of Management Accountants)

Address: Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
Tudor Road, Reading, England,
RG1 1NH

Section B Disclosure

NONE

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

| | Restricted funds 2024 £ | Unrestricted funds 2024 £ | Total funds 2024 £ | Total funds 2023 £ |
|--------------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| INCOME FROM: | | | | |
| Voluntary income | 10,000 | 100,772 | 110,772 | 85,530 |
| Other trading activities | 0 | 9,912 | 9,912 | 14,923 |
| Miscellaneous income | 0 | 1,242 | 1,242 | 665 |
| Grants | 78,404 | 25,000 | 103,404 | 61,882 |
| TOTAL INCOME | 88,404 | 136,926 | 225,330 | 163,000 |
| | | | | |
| | Restricted funds 2024 £ | Unrestricted funds 2024 £ | Total funds 2024 £ | Total funds 2023 £ |
| EXPENDITURE ON: | | | | |
| Raising funds | 1,027 | 25,650 | 26,677 | 27,262 |
| Charitable activities | 79,828 | 115,684 | 195,512 | 166,399 |
| TOTAL EXPENDITURE | 80,855 | 141,334 | 222,189 | 193,661 |
| | | | | |
| NET INCOME / (EXPENDITURE) | 7,549 | (4,408) | 3,141 | (30,660) |
| Cash balance at 1 April 2023 | 3,505 | 51,967 | 54,572 | 54,572 |
| Cash balance at 31 March 2024 | 11,054 | 46,659 | 57,713 | |

All figures are rounded to whole £.

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2024**

| | 2024 | 2023 |
|---|-------------|-------------|
| | £ | £ |
| CASH FUNDS | | |
| Current accounts | 10,124 | 13,322 |
| Deposit account | 45,825 | 37,873 |
| Other accounts | 1,764 | 3,377 |
| Total: | 57,713 | 54,572 |
| OTHER MONETARY ASSETS | | |
| Gift Aid | 14,200 | 12,950 |
| Total: | 14,200 | 12,950 |
| ASSETS FOR CHARITY'S OWN USE | | |
| Library furniture | 19,376 | 19,376 |
| Total: | 19,376 | 19,376 |
| STATEMENT OF FUNDS | | |
| General funds | 35,409 | 34,239 |
| Collections fund | 5,181 | 5,181 |
| Education and outreach fund | 2,480 | 2,480 |
| Research fund | 3,589 | 6,688 |
| Restricted funds | 11,054 | 5,985 |
| Total: | 57,713 | 54,572 |

The financial statements were approved by the Trustees on 7 May 2024 and signed on their behalf by:



.....
R F Cookson
Chairman



.....
A Vaidya
Vice Chairman

The following notes page(s) form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

| | Restricted funds 2024 £ | Unrestricted funds 2024 £ | Total funds 2024 £ | Total funds 2023 £ |
|--------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| VOLUNTARY INCOME | | | | |
| George Family Foundation | 0 | 10,000 | 10,000 | 10,000 |
| Legacies | 0 | 0 | 0 | 39 |
| Donations | 10,000 | 90,772 | 100,772 | 75,490 |
| Total: | 10,000 | 100,772 | 110,772 | 85,530 |

OTHER TRADING ACTIVITIES

| | | | | |
|-------------------------------------|---|-------|-------|--------|
| Research, workshop and lecture fees | 0 | 628 | 628 | 100 |
| Fees for services | 0 | 730 | 730 | 1,234 |
| Sales | 0 | 8,554 | 8,554 | 13,589 |
| Total: | 0 | 9,912 | 9,912 | 14,923 |

MISCELLANEOUS INCOME

| | | | | |
|--------------|---|-------|-------|-----|
| Interest | 0 | 1,013 | 1,013 | 358 |
| Other income | 0 | 229 | 229 | 308 |
| Total: | 0 | 1,242 | 1,242 | 665 |

GRANTS

| | | | | |
|-----------------------|--------|--------|---------|--------|
| Foyle Foundation | 0 | 0 | 0 | 15,000 |
| Millers' Mutual Grant | 0 | 0 | 0 | 46,882 |
| Garfield Weston Grant | 0 | 25,000 | 25,000 | 0 |
| NLHF Grant | 76,946 | 0 | 76,946 | 0 |
| Minor Grants | 1,459 | 0 | 1,459 | 0 |
| Total: | 78,404 | 25,000 | 103,404 | 61,882 |

RAISING FUNDS

| | | | | |
|----------------------|-------|--------|--------|--------|
| Staff costs | 0 | 25,000 | 25,000 | 25,000 |
| Development supplies | 1,027 | 650 | 1,677 | 2,262 |
| Total: | 1,027 | 25,650 | 26,677 | 27,262 |

CHARITABLE ACTIVITIES

| | | | | |
|-----------------------------------|--------|-------|--------|--------|
| Accountancy fees | 0 | 1,752 | 1,752 | 2,014 |
| Archive supplies | 37 | 655 | 692 | 706 |
| Bank fees | 0 | 825 | 825 | 925 |
| Compliance fees | 0 | 244 | 244 | 243 |
| Direct project costs allocated | 55,465 | 0 | 55,465 | 17,484 |
| Furniture and equipment | 0 | 750 | 750 | 378 |
| Insurance | 954 | 0 | 954 | 1,403 |
| IT development | 1,870 | 1,275 | 3,145 | 13,390 |
| Library supplies | 0 | 0 | 0 | 1,519 |
| Miscellaneous and office expenses | 72 | 56 | 128 | 547 |

| | | | | |
|------------------------|---------------|----------------|----------------|----------------|
| Network and telephone | 509 | 2,181 | 2,690 | 2,951 |
| Recruitment | 0 | 0 | 0 | 1,143 |
| Rent | 0 | 26,851 | 26,851 | 24,701 |
| Staff costs | 20,371 | 55,688 | 76,060 | 73,532 |
| Storage | 0 | 7,469 | 7,469 | 5,452 |
| Training and CPD | 0 | 4,139 | 4,139 | 3,440 |
| Transaction costs | 0 | 785 | 785 | 883 |
| Travel and subsistence | 550 | 682 | 1,232 | 4,111 |
| Website maintenance | 0 | 12,332 | 12,332 | 11,578 |
| Other fees | 0 | | | 0 |
| Total: | 79,828 | 115,684 | 195,512 | 166,399 |

Notes to the accounts

Direct project costs allocated

Restricted grants funded £55,465 direct project-specific costs: employment (£28,773), website and IT development (£11,321), outreach and supplies (£15,371).

| Funder | Opening balance | Income | Expenditure | Closing balance |
|--------------------------------|-----------------|---------|-------------|-----------------|
| Trustees for Reading EmPOWERed | 0 | £10,000 | £4,000 | £6,000 |
| National Lottery Heritage Fund | 0 | £76,945 | £74,147 | £2,798 |
| Reading University | 0 | £1,459 | £1,459 | 0 |
| Millers' Mutual Association | £3,505 | 0 | £1,250 | £2,255 |
| Balance remaining | | | | £11,053 |

Trustee Remuneration and expenses

As last year, none of the trustees have been paid any remuneration or received any other benefits from employment with their charity or a related entity. No trustee expenses have been incurred.

Independent Examiner remuneration

The Independent Examiner received remuneration of £360 including VAT. They did not undertake any other work for the firm, but the same firm received remuneration of £649.20 including VAT for other services relating to payroll and pensions administration during the year.

Related parties

There were no related party transactions in the reporting period that require disclosure.

Staff

As last year, the average head count (number of staff employed) during the reporting period was Four. No employees received employee benefits (excluding employer pension costs) of more than £60,000. The charity operated a defined contribution plan. All of the costs associated with this were from unrestricted funds.

Accounting policies

The accounts are produced on a receipts and payments basis. There are no material uncertainties about the charity's ability to continue.

Public benefit

The charity is a Public Benefit Entity.

THE MILLS ARCHIVE TRUST

England & Wales - Charity number 1155828

Accounts

THE MILLS ARCHIVE TRUST
(A charitable incorporated organisation)
CIO Number 1155828

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL
STATEMENTS FOR THE YEAR 31 MARCH 2023



THE MILLS ARCHIVE TRUST

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**THE MILLS ARCHIVE TRUST
REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY,
ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023**

Trustees

Dr RF Cookson MBE, Chairman

Dr AW Vaidya, Vice Chairman

Mrs MM Cookson

Mr MJ Evans

Mr G Hackney

Mr C Pinchbeck DL

Mr MJ Savage JP

Dr M Simons

Director

Ms E Bartram

Charity registered number 1155828

Principal office

Watlington House. 44 Watlington Street, Reading RG1 4RJ

Accountants

Holy Brook Associates Ltd, The Curious Lounge, 20 Tudor Road, Reading, RG1 1NH

Bankers

Charities Aid Foundation 25 Kings Avenue, Kings Hill, West Malling ME19 4JQ

Santander Bridle Road, Bootle, Merseyside 30 4GB

Solicitors

Blandy and Blandy LLP One Friar Street, Reading RG1 1DA

MILLS ARCHIVE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report together with the financial statements of The Mills Archive Trust (the charity) for the year ended 31 March 2023. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Structure, governance, and management

The Mills Archive Trust is an educational charity registered with the Charity Commission for England and Wales. Registered as a Charitable Trust in April 2002 (registration no 1091534) the charity was incorporated as a Foundation Charitable Incorporated Organisation (registration no 1155828) in February 2014. The Charity is controlled by its constitution dated 18 February 2014 and the management of the Charity is the responsibility of the Trustees, who are elected under the terms of that constitution.

The Trustees confirm that in setting our objectives and planning our activities, they have given careful consideration to the Charity Commission's general guidance on public benefit.

This year marked our 20th anniversary and the reopening of our doors to volunteers and visitors as part of our recovery from Covid. Our strategic plan for the next decade was revised and agreed in August. Our strategy outlines how the Director of the Trust will continue to develop archive services and enhance the fundraising role while building an educational information and engagement service to make the best use of our holdings and our professional reputation. Our continued commitment to developing our staff is evident from our support for the Archivist to complete the ARA's digital preservation module, enhancing his Archives & Records Management qualification and the funding of the Director's 3-year Master's course at Aberystwyth University.

Having recruited a development officer, we can start to plan for growth, building on our wealth of material on the uses of wind- and waterpower. With public engagement as a key priority, we aim to ensure sustainability, deliver our mission to protect, preserve and promote milling history for people to learn from and enjoy, and achieve our vision to work to create a world in which the role of milling and all its contributors – from ancient times and up to present day – are understood, valued and recognised as integral to people's histories and lives today.

A vital step in this process was the successful renewal of our national accreditation in March. As with our previous award, accreditation lasts for six years and results from a detailed examination of our standards, management, and governance. In making the award, The National Archives commented:

1. The Mills Archive is an effective and ambitious specialist service which is developing its strategy effectively as its operating context changes.
2. The service fully understands the need to broaden its community and supporters to sustain its work over time. The shifting ways that the team explores the heritage of wind and waterpower show a strategic approach to delivering a relevant and engaging offer.

3. The pandemic has been a big challenge in operational and funding terms, but the team has identified its recovery pathway and is demonstrably making progress.
4. The team are committed and well-supported by the trust to deliver their work, with a strong shared sense of purpose.

Statement on risk management

The Trustees have examined the major strategic, business, and operational risks which the charity faces and confirm that systems have been established to mitigate these risks.

Objects and activities for public benefit

The objects of the charity are:

to advance the education of the public in the subject of mills and milling by establishing and preserving and facilitating the public use of the archive to form, establish and support, and to aid in the formation, establishment and support of any other charities and voluntary bodies, established for, or advancing, charitable purposes, the same as, or similar to those of the charity, for the benefit of the public.

We continue to be grateful to our volunteers who have helped us achieve so much this year despite some having to work from home. We acknowledge the continuing backing from our regular supporters and the contributions from a significant number of new donors providing further support for our appeals to cover core costs.

The financial year 2022-23 has seen our largest volume of new accessions since the Archive was founded, with around 440 new boxes of material and 272 GB of digital files. Significant accessions included the millwrighting records of Owlsworth IJP and additional casework files from the Society for the Protection of Ancient Buildings.

We also received the second half of Alan Stoyel's collection in May 2022. This included many artefacts such as wooden patterns and a quern, as well as all his digital files.



Director, Elizabeth Bartram, demonstrating one of the unique millwrighting patterns created for foundries to cast precisely engineered components of mill machinery. The display on the right captures part of the extensive collection built by Alan Stoyel over more than 60 years.

Another major accession was the Millers' Mutual collection, consisting of the records of the Millers' Mutual Association, the National Association of British and Irish Millers (now UK Flour Millers) and related bodies. This large and important collection from the UK's milling trade association spans almost 150 years.

The records contain a wealth of detail on the history of the modern milling industry, including minutes of the various organisations, deeds of purchase for mills, patents, accounts, policies, and cereal stock forms. Annual reports and minutes of AGMs and nabim committee meetings chart the history of the industry over the course of the 20th century with extensive details about the challenges faced during the two world wars, as well as later events such as decimalization, the introduction of VAT and the UK's entry in the European Economic Community. Some of the early minutes were pasted into enormous minute books like the one held by Archivist, Nathanael Hodge, shown here. They are fascinating to look at, although their bindings may require conservation.



A contrasting acquisition, our first of 2023, was the collection of Peter Musgrove, an engineering professor at Reading University. Peter has been instrumental in encouraging the Trust to develop wind-powered generation of electricity as a key strategic area. An early advocate for offshore wind farms in the 1970s, he designed vertical axis wind turbines. He co-founded the British Wind Energy Association and wrote *Wind Power* (2010), a book which tells a connected story of how humans have made use of the wind, from historic mills to modern turbines.



Peter's collection (left) is our first major one devoted to modern wind power. His books, photographs, papers, and collections of press cuttings are an indispensable record of the career of a key individual in the story of the development of this power source, which provides up to half the nation's energy on a given day.

Volunteer Amanda Knight has recently catalogued many indentures, accumulated over 30 years by Trustee Mildred Cookson. Obtained principally from online auctions of legal papers from now defunct law firms, they provide unique insights into social and historical conventions from our collective pasts.

The 1552 indenture (right) relates to Hockeredge Mill, Kent. Most of the catalogued indentures are from the 19th century, although there are plenty from the 17th and 18th centuries too.

Some of the mills are known to us and still exist today and others await identification and indexing. In terms of geographic spread, most of the mills identified are English with just two mills from Wales and one rather surprising addition from Pennsylvania, USA.



The durable property of the vellum (writing material made from animal skin) on which most of the indentures are written is evident. All handmade, their longevity certainly brings into focus the

fragile nature of some of our most recent innovations (eg thermally printed facsimile paper).



These indentures are a fraction of Mildred’s collection, the remaining “Foundation” collection that is still in private hands. To ease the transfer of more of her collection to the Trust, we are utilising our new room (left) at Watlington House. As well as providing more cataloguing space, the room also provides additional capacity for exhibitions.

PhD student placement Starlina Rose has digitised all 541 issues of the American “Northwestern Miller” covering the 1930s, making their content (almost 40,000 pages) freely available online. As part of the project, funded by a White Rose College of Arts and Humanities grant, she has authored a 35,000-word publication entitled “The Northwestern Miller: Dust Storms, Grasshoppers, Race, Gender, and War - 1930-1939”. This is now being prepared for publication as a Mills Archive Research publication.



Our Research Publication “Corn and Flour Milling in Newry”, published in February 2022 was recently described as a

“Comprehensively, even lovingly, researched and amply illustrated work, evidenced by nearly 1,000 footnotes.

The Mills Archive Trust and the author deserve acknowledgement in creating what could well be a template for other local historians to adopt for their own sectors.” T Parkhill, Keeper of History at National Museums Northern Ireland.



We have since published “The Restoration of Wicken Mill: Millwrighting, Milling, and History”, a valuable historical record of how a group of volunteer millwrights and fellow enthusiasts took over a derelict mill in 1987 and restored it to full working order. In addition, the book discusses in detail the crafts of millwrighting and the milling of stone-ground flour.

Altogether we have now published 19 Research volumes, five on millwrighting, five historical studies, five gazetteers and four studies of millers associated with specific mills or families.

| | |
|------|---|
| 2017 | Saundersons: Millwrights and engineers of Louth, Lincolnshire |
| 2018 | The London Millwrights: Masters and journeymen in the late 18th and early 19th centuries |
| 2018 | Sneath’s Mill, Luton Gowts, Long Sutton, Lincolnshire: History, construction and technology |
| 2021 | High Salvington: saving Worthing’s last windmill |
| 2022 | The Restoration of Wicken Mill: Millwrighting, milling, and history |

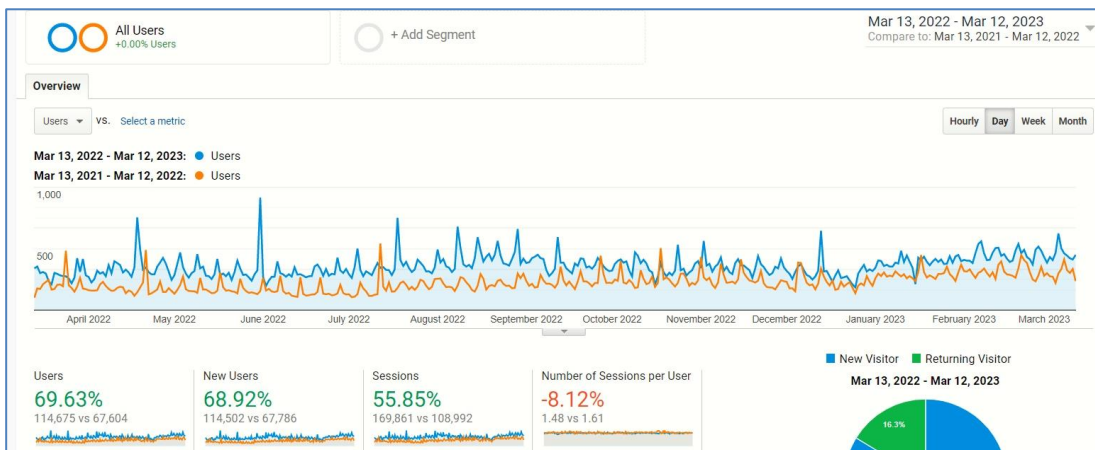
The Mills Archive Research Publications on Millwrighting

The vanishing craft of millwrighting was the feature of our second web-based exhibition (right) launched in Summer 2022. The work was carried out in 2021-2022 by intern Hayden Francis-Legg who had been supported by the Swire Charitable Trust.

The Foyle Foundation generously gave us a grant of £15,000 towards physical and digital storage of archival material, an increasingly important aspect of our “core” costs. Regular support for such costs, not tied to a specific project, is an important income stream for us. Alongside generous donations from individuals, boosted by our “It’s all about Trust” appeal, we are grateful for regular support from Perendale Publishers Ltd, The Society for the Protection of Ancient Buildings and, more recently, The George Family Foundation.

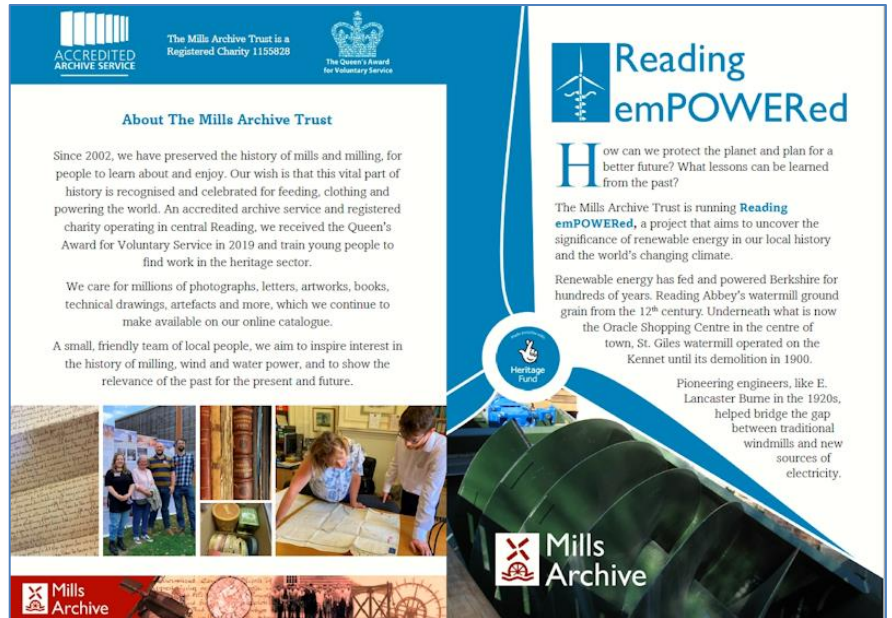
The Millers’ Mutual Association has provided a grant of £46,822 to cover the costs of our three-year project “Millers, Memories and Megabytes”. This will help to drive our digital programme to access and share information, connect with places and people, discovering things about ourselves and wider society.

Like today’s milling industry, the Trust is dependent on its digital infrastructure and rapidly changing technology, vital for gathering, preservation, organisation, and dissemination of archival and educational information. Our website traffic continues to increase. Virtual visitors during the year reached 115,000, an increase of 70%. This increase in our domestic and global reach has been consistent since covid; monthly visitors during March were 4,000 in 2021, 8,000 in 2022 and 13,000 in 2023.



In January 2023 the Trust was awarded a £198,751 grant by The National Lottery Heritage Fund to transform local learning about the history of wind and waterpower and their potential to address present and future needs. This innovative heritage project, “Reading emPOWERed”, will start in April when funding will be available.

The project will focus on preserving and sharing the history of wind and water as renewable energy sources. Local people from a range of groups will draw on the Archive's existing records of milling heritage and help to create new archival and educational material. Together we will explore the significance of wind and waterpower and the roles of local people in developing the potential of renewables to address the needs of existing and future generations.



Opportunities to involve the local community, schools and colleges have been sketched out with Design Nature CIC, the arts education charity Jelly, the Ukrainian Community Centre, and Reading University's Renewable Energy Masters course. Such discussions have also opened further avenues for us to offer additional voluntary placements as part of their courses and work experience programmes.

Financial Position

Total income rose by 4% compared to last year, an increase in donations compensating for the lack of significant legacy income in 2022-2023. Expenditure increased by 5% reflecting an increase in rent and storage costs together with additional IT development work. Restricted reserves completed their expected reduction to £3,500 as projects were completed.

Unrestricted reserves at £64,000 fell back to 5 months of unrestricted expenditure on a receipts and payments basis. If the agreed "full cost recovery" support for overheads in the Lottery grant (above) is considered, cover increases to 8.75 months. The Lottery grant total of £198, 751 includes £47,533 full cost recovery, payable in quarterly instalments from April 2023 to July 2025.

Reserves Policy

It is the policy of the charity to aim for an unrestricted reserve of six months of unrestricted expenditure.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources of the charity for that year. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe methods and principles in the Charities SORP.
- Make judgements and accounting estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any

material departures disclosed and explained in the financial statements.

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that financial statements comply with the Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 22 August 2023 and signed on their behalf by:



RF Cookson Chairman
Date 22 August 2023



Section A Independent Examiner's Report

**Report to the trustees/
members of** The Mills Archive Trust

| | | | |
|---|-----------------------------|--------------------------------|---------|
| On accounts for the year ended | 31 st March 2023 | Charity no (if any) | 1155828 |
|---|-----------------------------|--------------------------------|---------|

Set out on pages 13-16

**Respective responsibilities
of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:


- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement** My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's
statement** In connection with my examination, no material matters have come to my attention 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 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: 8 th September 2023 |
| | Name: Rachel Eden | |

Relevant professional qualification(s) or body (if any):

ACMA (Chartered Institute of Management Accountants)

Address:

Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
Tudor Road, Reading, England,
RG1 1NH

Section B

Disclosure

NONE

MILLS ARCHIVE TRUST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023

| | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ | Total funds 2022 £ |
|--------------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| INCOME FROM: | | | | |
| Voluntary income | 5,000 | 80,530 | 85,530 | 109,416 |
| Other trading activities | 0 | 14,923 | 14,923 | 9,004 |
| Miscellaneous income | 0 | 665 | 665 | 178 |
| Grants | 15,000 | 46,882 | 61,882 | 38,261 |
| TOTAL INCOME | 20,000 | 143,000 | 163,000 | 156,859 |
| | | | | |
| | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ | Total funds 2022 £ |
| EXPENDITURE ON: | | | | |
| Raising funds | 1,085 | 26,177 | 27,262 | 29,159 |
| Charitable activities | 33,613 | 132,786 | 166,399 | 155,304 |
| TOTAL EXPENDITURE | 34,698 | 158,963 | 193,661 | 184,463 |
| | | | | |
| NET INCOME / (EXPENDITURE) | (14,698) | (15,962) | (30,660) | (27,604) |
| Cash balance at 1 April 2022 | 18,203 | 67,030 | 85,233 | 85,233 |
| Cash balance at 31 March 2023 | 3,505 | 51,067 | 54,572 | |

All figures are rounded to whole £.

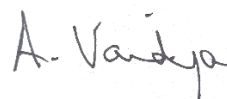
MILLS ARCHIVE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2023

| | 2023 | 2022 |
|---|-------------|-------------|
| | £ | £ |
| CASH FUNDS | | |
| Current accounts | 13,322 | 12,155 |
| Deposit account | 37,873 | 68,447 |
| Other accounts | 3,377 | 4,630 |
| Total: | 54,572 | 85,233 |
| OTHER MONETARY ASSETS | | |
| Gift Aid | 12,950 | 10,510 |
| Total: | 12,950 | 10,510 |
| ASSETS FOR CHARITY'S OWN USE | | |
| Library furniture | 19,376 | 19,376 |
| Total: | 19,376 | 19,376 |
| STATEMENT OF FUNDS | | |
| General funds | 36,718 | 46,533 |
| Collections fund | 5,181 | 5,181 |
| Education and outreach fund | 2,480 | 2,480 |
| Research fund | 6,688 | 12,836 |
| Restricted funds | 3,505 | 18,203 |
| Total: | 54,572 | 85,233 |

The financial statements were approved by the Trustees on 22nd August 2023 and signed on their behalf, by:



.....
R F Cookson
Chairman



.....
A Vaidya
Vice Chairman

The following notes page(s) form part of these financial statements.

MILLS ARCHIVE TRUST
NOTES TO THE FINANCIAL STATEMENTS

| | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ | Total funds 2022 £ |
|--------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| VOLUNTARY INCOME | | | | |
| Legacies | 0 | 39 | 39 | 44,030 |
| Donations | 5,000 | 70,490 | 75,490 | 65,386 |
| George Family Foundation | 0 | 10,000 | 10,000 | 0 |
| Total: | 5,000 | 80,530 | 85,530 | 109,416 |

OTHER TRADING ACTIVITIES

| | | | | |
|-------------------|---|--------|--------|-------|
| Fees for services | 0 | 1,334 | 1,334 | 1,814 |
| Sales | 0 | 13,589 | 13,589 | 7,190 |
| Total: | 0 | 14,923 | 14,923 | 9,004 |

MISCELLANEOUS INCOME

| | | | | |
|--------------|---|-----|-----|-----|
| Interest | 0 | 358 | 358 | 15 |
| Other income | 0 | 308 | 308 | 162 |
| Total: | 0 | 665 | 665 | 178 |

GRANTS

| | | | | |
|------------------------|--------|--------|--------|--------|
| Millers' Mutual Grant | 15,000 | 31,882 | 46,882 | 10,000 |
| NMCT Grant | 0 | 0 | 0 | 4,972 |
| Swire Charitable Trust | 0 | 0 | 0 | 23,289 |
| Foyle Foundation | 0 | 15,000 | 15,000 | 0 |
| Total: | 15,000 | 46,882 | 61,882 | 38,261 |

RAISING FUNDS

| | | | | |
|----------------------|-------|--------|--------|--------|
| Staff costs | 0 | 25,000 | 25,000 | 27,000 |
| Development supplies | 1,085 | 1,177 | 2,262 | 2,159 |
| Total: | 1,085 | 26,177 | 27,262 | 29,159 |

CHARITABLE ACTIVITIES

| | | | | |
|-----------------------------------|--------|--------|--------|--------|
| Archive supplies | 0 | 706 | 706 | 3,631 |
| Direct project costs allocated | 17,484 | 0 | 17,484 | 21,954 |
| Furniture and equipment | 0 | 378 | 378 | 265 |
| IT development | 8,160 | 5,230 | 13,390 | 4,554 |
| Legal and finance | 0 | 0 | 0 | 3,026 |
| Miscellaneous and office expenses | 220 | 327 | 547 | 2,131 |
| Network and telephone | 1,023 | 1,928 | 2,951 | 2,783 |
| Recruitment | 0 | 1,143 | 1,143 | 1,329 |
| Rent | 0 | 24,701 | 24,701 | 26,546 |
| Staff costs | 3,802 | 69,730 | 73,532 | 76,727 |
| Training, travel and subsistence | 0 | 0 | 0 | 3,228 |
| Website maintenance | 720 | 10,858 | 11,578 | 9,131 |

| | | | | |
|------------------------|---------------|----------------|----------------|----------------|
| Accountancy fees | 0 | 2,014 | 2,014 | 0 |
| Bank fees | 0 | 925 | 925 | 0 |
| Compliance fees | 0 | 243 | 243 | 0 |
| Insurance | 0 | 1,403 | 1,403 | 0 |
| Library supplies | 1,194 | 326 | 1,519 | 0 |
| Storage | 927 | 4,525 | 5,452 | 0 |
| Training and CPD | 0 | 3,440 | 3,440 | 0 |
| Transaction costs | 0 | 883 | 883 | 0 |
| Travel and subsistence | 84 | 4,027 | 4,111 | 0 |
| Total: | 33,613 | 132,786 | 166,399 | 155,304 |

Notes to the accounts

Direct project costs allocated

Restricted grants directly funded the employment of interns (£3,446), website and IT development (£6,795), packaging and supplies (£2,450) and equipment purchases (£4,793).

| Funder | Source | Amount | Expenditure |
|------------------------------------|----------------------|--------|-------------|
| Library donation | income | £5000 | £5002 |
| Millers' Mutual Association | balance b/f & income | £19913 | £16406 |
| Garfield Weston Foundation | balance b/f | £13290 | £13290 |
| Balance remaining | balance c/f | | £3505 |
| Total | | £38203 | £38203 |

Trustee Remuneration and expenses

As last year, none of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. No trustee expenses have been incurred.

Independent Examiner remuneration

The Independent Examiner received remuneration of £360 including VAT. They did not undertake any other work for the firm, but the same firm received remuneration of £649.20 including VAT for other services relating to payroll and pensions administration during the year.

Related parties

There were no related party transactions in the reporting period that require disclosure.

Staff

As last year, the average head count (number of staff employed) during the reporting period was Four. No employees received employee benefits (excluding employer pension costs) of more than £60,000. The charity operated a defined contribution plan. All of the costs associated with this were from unrestricted funds.

Accounting policies

The accounts are produced on a receipts and payments basis. There are no material uncertainties about the charity's ability to continue.

Public benefit

The charity is a Public Benefit Entity.

THE MILLS ARCHIVE TRUST

England & Wales - Charity number 1155828

Accounts

THE MILLS ARCHIVE TRUST
(A charitable incorporated organisation)
CIO Number 1155828

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR
THE YEAR 31 MARCH 2022



THE MILLS ARCHIVE TRUST

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| Statement of assets and liabilities | 13 |
| Notes to financial statements | 14 - 15 |

THE MILLS ARCHIVE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2022

Trustees

Dr RF Cookson MBE, Chairman

Dr AW Vaidya, Vice Chairman

Mrs MM Cookson

Mr MJ Evans

Mr G Hackney

Mr C Pinchbeck DL

Mr MJ Savage JP

Dr M Simons

Mr A Stoyel MBE (died 23 October 2021)

Director

Ms E Bartram

Charity registered number 1155828

Principal office

Watlington House, 44 Watlington Street, Reading RG1 4RJ

Accountants

Holy Brook Associates Ltd Curious Lounge, 1st Floor, Pinnacle Building, Tudor Road, Reading, RG1 1NH

Bankers

Charities Aid Foundation 25 Kings Avenue, Kings Hill, West Malling ME19 4JQ

Santander Bridle Road, Bootle, Merseyside L30 4GB

Solicitors

Blandy and Blandy LLP One Friar Street, Reading RG1 1DA

MILLS ARCHIVE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the financial statements of The Mills Archive Trust (the charity) for the year ended 31 March 2022. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Structure, governance and management

The Mills Archive Trust is an educational charity registered with the Charity Commission for England and Wales. Registered as a Charitable Trust in April 2002 (registration no 1091534) the charity was incorporated as a Foundation Charitable Incorporated Organisation (registration no 1155828) in February 2014. The Charity is controlled by its constitution dated 18 February 2014 and the management of the Charity is the responsibility of the Trustees, who are elected under the terms of that constitution.

The Trustees confirm that in setting our objectives and planning our activities, they have given careful consideration to the Charity Commission's general guidance on public benefit.

During the extended period of covid-related lockdowns the newly appointed Development Manager and the part-time Information Manager left us. The Director and the Archivist compensated for the two-year hiatus in information service development by ensuring our digital output was maintained. Grants from the Swire Charitable Trust and an earlier one from the Garfield Weston Foundation enabled us to employ two interns who provided valuable new content for our website and electronic newsletters. Careful management of expenditure increased our unrestricted reserves enabling us to start recruitment in early 2022 initially to fill the development post.

Statement on risk management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to mitigate these risks. In particular the measures we took to anticipate the coronavirus lockdown ensured the safety of our staff and volunteers by working at home. Unfortunately this has also meant that we have had to close to visiting researchers. By cutting back on immediate expenditure to a level that allowed a continuing but reduced service, we have managed the expected reduction in personal donations. We will continue to restrain expenditure for the coming year to maintain our level of unrestricted reserves in such a way that we can restore our full service at the earliest opportunity.

Objects and activities for public benefit

The objects of the charity are:

to advance the education of the public in the subject of mills and milling by establishing and preserving and facilitating the public use of the archive to form, establish and support, and to aid in the formation, establishment and support of any other charities and voluntary bodies, established for, or advancing, charitable purposes, the same as, or similar to those of the charity, for the benefit of the public.

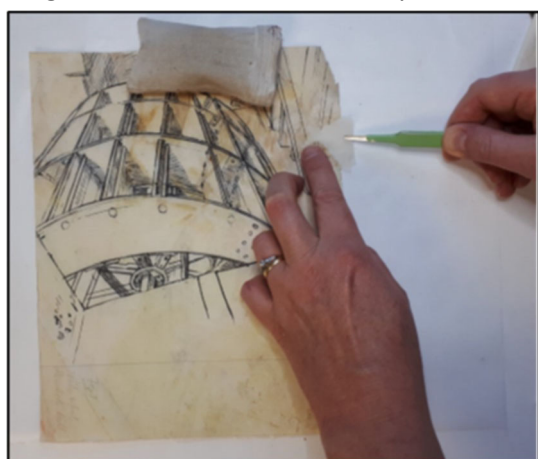
We continue to be grateful to our volunteers who have helped us achieve so much this year despite having mainly to work from home. We acknowledge the continuing backing from our regular supporters and the contributions from a significant number of new donors providing further support for our “Help put back the wind in our sails” appeal. Together with a generous legacy from the late Gerald Bannister, they have enabled us to preserve records of our milling history and spread awareness of the urgent need to do more.

After a year of relatively few new acquisitions during 2020 due to the pandemic, we once again received a large amount of new material in 2021-2, with 40 accessions totaling 186 boxes as well as 6 MB of digital records. The most significant new acquisition was the first batch of the Alan Stoyel Collection, one of our foundation collections, which arrived in March 2022 and included 178 boxes along with rolled drawings, paintings, and artefacts. Other significant accessions included additions to the William and Donald Muggeridge, and H C Casserley collections, and the John Bedington photographic survey of Staffordshire mills.



A small fraction of the Alan Stoyel Foundation Collection, all safely received. In total, an estimated 17 cubic metres to be boxed, listed, and catalogued.

The sad loss of Foundation Trustee Alan Stoyel is noted later. The first quarter of 2022 was spent preparing for and receiving one of the biggest and most important mill collections still in private hands. With the help of his executors, we will have accepted some 250 large boxes of material, much reflecting Alan’s lifelong research on watermills and the waterpower more generally. Our library will be enriched by some 1,000 or so volumes. His meticulous photographic and documentary records will attract a great deal of attention as we catalogue and repackage them and some of his many small artefacts will enhance our future exhibitions.



Sorting, cataloguing and conserving material from the Rex Wailes Collection has been progressing well with now more than 6,000 images and documents freely available in our catalogue.

Conservation work on some of the dirty and damaged drawings was enabled by a grant from the National Conservation of Manuscripts Trust.

Repairs were made with a very pure quality, thin and strong Japanese paper made from long fibred mulberry pulp.



The Rex Wailes Collection is a rich resource for mill researchers both in the UK and around the world. This pair of recently scanned images shows the miller and his wife operating the sack hoist at their mill, Moulin Deschodt, Wormhoudt, Nord, France ca 1950.

The digital platform we built in early 2021 to help volunteers to work from home has been useful and popular. By October 23 different volunteers had completed over 300 transcription tasks on the site. One unexpected development was interest from several schools who used the site to provide a week’s work experience for groups of students. Some of the students gave very positive feedback.



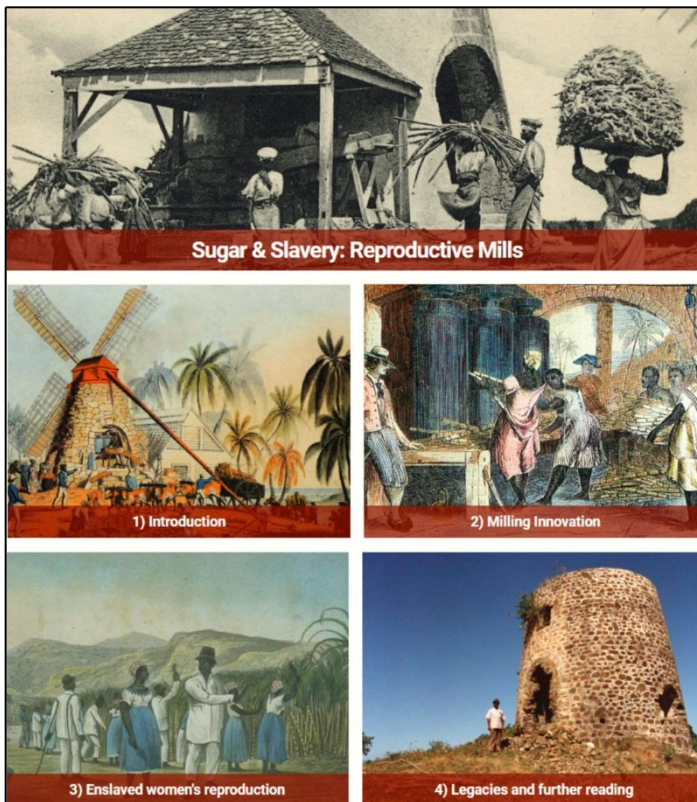
Reading and transcribing the documents assigned to me was incredibly interesting, I had the feeling of looking over the shoulders of the authors and getting a peek of their everyday lives, it was really immersive, and I felt transported to many different eras. At times it was slightly tricky to decipher handwriting, so a little investigating and guesswork had to be done, but overall the process was manageable and very enjoyable.

Imogen Ives

Covid has limited our outreach opportunities. Nevertheless we were combined our forces with the Museum of English Rural Life, manning a specially created stand on Heritage Open Day in September.

From left:
 Director Elizabeth Bartram
 Founding Trustee Mildred Cookson
 Senior Volunteer Guy Boocock
 Archivist & poster designer Nathanael Hodge





In the summer we were joined by a second-year student, Jude Reeves from the University of Reading, who received funding to work on a project to consider the intersections between sugar milling and slavery in the Caribbean.



With Jude's help we created our first digital exhibition, prompting a trustee to research and fund a four-fold extension of our coverage of the topic, emphasising the social aspects of the exploitation of slaves, and particularly women.

A second exhibition on the craft of millwrighting is being prepared for launch in Summer 2022. Supported by a generous grant from the Swire Charitable Trust, that also helped our recovery from covid, much of the work was carried out by Intern Hayden Francis-Legg. He has been working with Jake Banyard, supported as an intern by the Garfield Weston Foundation. Jake's focus was on our women in milling initiative, part of which contributed to a website exhibition by UK Flour Millers, (formerly the National Association of British and Irish Millers (nabim)).

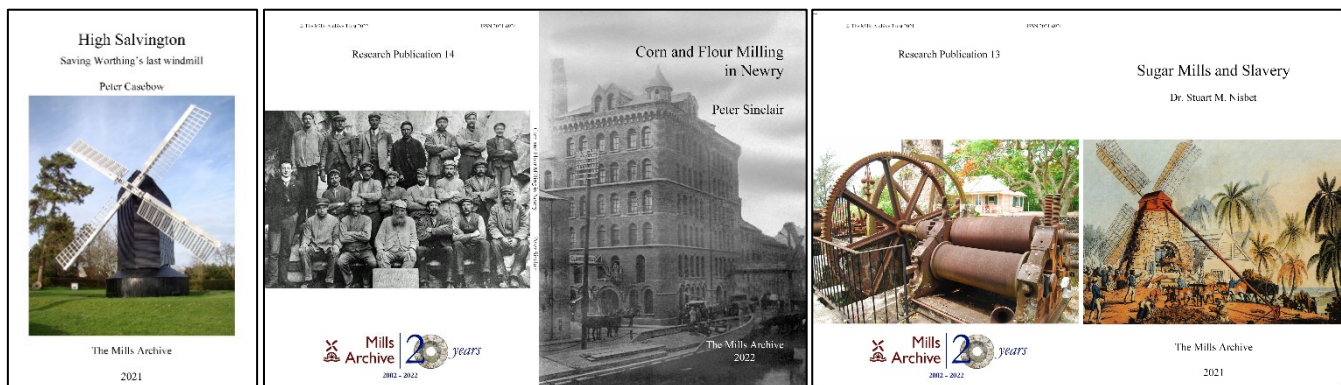


Interns, Hayden and Jake at work in the Research and Education Centre

Our Research and Education Centre has benefited from a doubling of our library shelving as well as a significant boost to our digital content with much appreciated help from the Millers' Mutual Association and the Garfield Weston Foundation. We look forward to opening our much-improved facilities to more visitors and volunteers as the covid threat becomes more manageable.

Our digital emphasis is having a marked impact. Our weekly, information-rich e-newsletter to 5,000 subscribers attracts a lot of praise and partly drives the steady increase in traffic to our website and catalogue. The monthly number of visitors increased from 4,400 in April-June 2021 to over 8,000 by the end of the financial year.

During the year we published three more Research Publications: a definitive study of the volunteer-led long-term restoration to working order of High Salvington windmill; an academic study of Caribbean sugar mills and slavery and a detailed review of the history of corn mills in Newry (our first Irish publication).



To mark our 20th birthday and to thank the generous donors to the Rex Wailes appeal we published a limited edition of 20 copies of an annotated unfinished typescript "With the windmillwrights in fen and marsh'. This special commemorative book is a material expression of the invaluable, rare, and irreplaceable history collected by Rex Wailes and preserved in his collection. Written and evocatively illustrated by Douglas Reid, it captures the role of windmills and millwrights in 1930s Britain. Douglas recognised that both were at risk from technological advances. Almost 100 years ago, he knew that the present situation needed to be captured for future generations.



Alan Stoyel MBE (1939-2021)

The Rex Wailes Collection was rescued for the nation by Alan shortly after Rex's death. It was a vital but small part of the contribution he made to the world of mills and milling. He was awarded MBE for services to water mill heritage; a long-overdue recognition of a lifetime's voluntary effort to record and save our milling heritage.

As one of our Founding Trustees, his energy and credibility helped us to establish the Mills Archive Trust as a force to be reckoned with. He was meticulous in supporting the Archive's drive to develop and maintain the highest standards of care and understanding of the records we hold. Over the last 20 years his commitment to making his work and that of others available to the public, his intellectual input and strategic guidance has helped us grow from a dedicated group of six mill enthusiasts to a respected national archive with more than 250 collections.

Financial Position

Our recovery from covid was aided by a £44,000 legacy and a grant of £23,000 towards core costs from the Swire Charitable Trust. This increased our unrestricted income to £137,000, which with tight restrictions on expenditure resulted in an increase of unrestricted reserves from 6.3 to 7.3 months cover of unrestricted expenses. Overall reserves decreased by £27,000 as we worked to complete projects with restricted grants, reducing the restricted reserve from £61,000 to £18,000.

Reserves Policy

It is the policy of the charity to aim for an unrestricted reserve of six months of unrestricted expenditure.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources of the charity for that year. In preparing these financial statements the Trustees are required to:

Select suitable accounting policies and then apply them consistently;

Observe methods and principles in the Charities SORP;

Make judgements and accounting estimates that are reasonable and prudent;

State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that financial statements comply with the Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 9 August 2022 and signed on their behalf by:



RF Cookson
Chairman

Date 9 August 2022



Section A Independent Examiner's Report

**Report to the trustees/
members of** The Mills Archive Trust

**On accounts for the year
ended** 31st March 2022 **Charity no
(if any)** 1155828

Set out on pages 12-15

Respective responsibilities of trustees and examiner The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement In connection with my examination, no material matters have come to my attention 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 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: 3rd October 2022

Name: Rachel Eden

| | |
|---|--|
| Relevant professional qualification(s) or body (if any): | ACMA (Chartered Institute of Management Accountants) |
| Address: | Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building, |
| | Tudor Road, Reading, England, |
| | RG1 1NH |

| | |
|------------------|-------------------|
| Section B | Disclosure |
|------------------|-------------------|

NONE

**THE MILLS ARCHIVE TRUST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022**

| | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--------------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| INCOME FROM: | | | | |
| Voluntary income | 0 | 109,416 | 109,416 | 69,623 |
| Other trading activities | 0 | 9,004 | 9,004 | 6,012 |
| Miscellaneous income | 0 | 178 | 178 | 46 |
| Grants | 19,622 | 18,639 | 38,261 | 87,030 |
| TOTAL INCOME | 19,622 | 137,237 | 156,859 | 162,712 |
| | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
| EXPENDITURE ON: | | | | |
| Raising funds | 2,141 | 27,018 | 29,159 | 28,539 |
| Charitable activities | 55,120 | 100,184 | 155,304 | 137,099 |
| TOTAL EXPENDITURE | 57,261 | 127,202 | 184,463 | 165,638 |
| NET INCOME / (EXPENDITURE) | (37,639) | 10,035 | (27,604) | (2,927) |
| Restric/Unrestric transfer | (2,480) | 2,480 | 0 | |
| Cash balance at 1 April 2021 | 58,321 | 54,516 | 112,837 | 112,837 |
| Cash balance at 31 March 2022 | 18,202 | 67,031 | 85,233 | |

All figures are rounded to whole £.

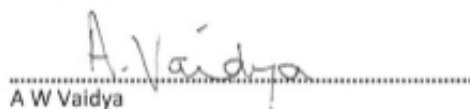
**THE MILLS ARCHIVE TRUST
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2022**

| | 2022 £ | 2021 £ |
|-------------------------------------|-----------|-----------|
| CASH FUNDS | | |
| Current accounts | 12,155 | 16,093 |
| Deposit account | 68,447 | 90,943 |
| Other accounts | 4,630 | 5,801 |
| Total: | 85,233 | 112,837 |
| OTHER MONETARY ASSETS | | |
| Gift Aid | 10,510 | 9,794 |
| Total: | 10,510 | 9,794 |
| ASSETS FOR CHARITY'S OWN USE | | |
| Library furniture | 19,376 | 12,330 |
| Total: | 19,376 | 12,330 |
| STATEMENT OF FUNDS | | |
| General funds | 46,534 | 31,877 |
| Collections fund | 5,181 | 5,181 |
| Education and outreach fund | 2,480 | |
| Research fund | 12,836 | 14,758 |
| Restricted funds | 18,202 | 61,021 |
| Total: | 85,233 | 112,837 |

The financial statements were approved by the Trustees on 10 May 2022 and signed on their behalf, by:



.....
R F Cookson
Chairman



.....
A W Vaidya
Vice Chairman

The following notes page(s) form part of these financial statements.

THE MILLS ARCHIVE TRUST
NOTES TO THE FINANCIAL STATEMENTS

| | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-----------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| VOLUNTARY INCOME | | | | |
| Donations | 0 | 65,386 | 65,386 | 65,235 |
| Legacies | 0 | 44,030 | 44,030 | 0 |
| Total: | 0 | 109,416 | 109,416 | 65,235 |
| OTHER TRADING ACTIVITIES | | | | |
| Fees for services | 0 | 1,814 | 1,814 | 4,388 |
| Sales | 0 | 7,190 | 7,190 | 6,012 |
| Total: | 0 | 9,004 | 9,004 | 10,400 |
| MISCELLANEOUS INCOME | | | | |
| Interest | 0 | 15 | 15 | 46 |
| Other income | 0 | 162 | 162 | 0 |
| Total: | 0 | 178 | 178 | 46 |
| GRANTS | | | | |
| Garfield Weston Foundation | 0 | 0 | 0 | 75,000 |
| Millers' Mutual Association | 10,000 | 0 | 10,000 | 10,000 |
| Small Grants | 4,972 | 0 | 4,972 | 2,030 |
| Swire Charitable Trust | 4,650 | 18,639 | 23,289 | 0 |
| Total: | 19,622 | 18,639 | 38,261 | 87,030 |
| RAISING FUNDS | | | | |
| Staff costs | 0 | 27,000 | 27,000 | 25,000 |
| Archive development & publicity | 2,141 | 18 | 2,159 | 3,539 |
| Total: | 2,141 | 27,018 | 29,159 | 28,539 |
| CHARITABLE ACTIVITIES | | | | |
| Cataloguing and materials | 1,501 | 2,130 | 3,631 | 5,862 |
| Furniture and equipment | 265 | 0 | 265 | 6,770 |
| IT development | 4,554 | 0 | 4,554 | 11,970 |
| Legal and finance | 25 | 3,001 | 3,026 | 4,536 |
| Miscellaneous and office expenses | 1,767 | 363 | 2,131 | 1,084 |
| Network and telephone | 753 | 2,030 | 2,783 | 5,503 |
| Recruitment | 0 | 1,329 | 1,329 | 1,085 |
| Rent, insurance and storage | 0 | 26,546 | 26,546 | 24,974 |
| Staff costs | 19,071 | 57,656 | 76,727 | 63,797 |
| Training, travel and subsistence | 915 | 2,313 | 3,228 | 3,108 |
| Website maintenance | 4,315 | 4,815 | 9,131 | 8,410 |
| Direct project costs | 21,954 | 0 | 21,954 | 0 |
| Total: | 55,120 | 100,184 | 155,304 | 137,099 |

Notes to the accounts

Direct project costs allocated

Restricted grants directly funded the employment of interns (£6,713), website and IT development (£6,510), packaging and supplies (£4,536) and equipment purchases (£4,195).

Trustee Remuneration and expenses

As last year, none of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. No trustee expenses have been incurred.

Independent Examiner remuneration

The Independent Examiner received remuneration of £360 including VAT. They did not undertake any other work for the firm, but the same firm received remuneration of £346 including VAT for other services relating to payroll and pensions administration during the year.

Related parties

There were no related party transactions in the reporting period that require disclosure.

Staff

As last year, the average head count (number of staff employed) during the reporting period was Four.

No employees received employee benefits (excluding employer pension costs) of more than £60,000. The charity operated a defined contribution plan. All of the costs associated with this were from unrestricted funds.

Accounting policies

The accounts are produced on a receipts and payments basis. There are no material uncertainties about the charity's ability to continue

Public benefit

The charity is a Public Benefit Entity.

THE MILLS ARCHIVE TRUST

England & Wales - Charity number 1155828

Accounts

THE MILLS ARCHIVE TRUST
(A charitable incorporated organisation)
CIO Number 1155828

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR
THE YEAR 31 MARCH 2021



THE MILLS ARCHIVE TRUST

CONTENTS

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| Reference and administrative details of the charity, its trustees and advisers | 3 |
| Trustees' report | 4 - 7 |
| Independent examiner's report | 9 - 10 |
| Receipts and payments account | 11 |
| Statement of assets and liabilities | 12 |
| Notes to financial statements | 13 - 14 |

THE MILLS ARCHIVE TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Dr RF Cookson MBE, Chairman

Dr AW Vaidya, Vice Chairman

Mrs MM Cookson

Mr MJ Evans

Mr G Hackney

Mr C Pinchbeck DL

Mr MJ Savage JP

Dr M Simons

Mr A Stoyel MBE

Director

Ms E Bartram

Charity registered number 1155828

Principal office

Watlington House 44 Watlington Street, Reading RG1 4RJ

Accountants

Holy Brook Associates Ltd Curious Lounge, 1st Floor, Pinnacle Building, Tudor Road, Reading, RG1 1NH

Bankers

Charities Aid Foundation

25 Kings Avenue, Kings Hill, West Malling ME19 4JQ

Santander Bridle Road, Bootle, Merseyside L30 4GB

Solicitors

Blandy and Blandy LLP One Friar Street, Reading RG1 1DA

MILLS ARCHIVE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of The Mills Archive Trust (the charity) for the year ended 31 March 2021. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Structure, governance and management

The Mills Archive Trust is an educational charity registered with the Charity Commission for England and Wales. Registered as a Charitable Trust in April 2002 (registration no 1091534) the charity was incorporated as a Foundation Charitable Incorporated Organisation (registration no 1155828) in February 2014. The Charity is controlled by its constitution dated 18 February 2014 and the management of the Charity is the responsibility of the Trustees, who are elected under the terms of that constitution.

The Trustees confirm that in setting our objectives and planning our activities, they have given careful consideration to the Charity Commission's general guidance on public benefit.

Following the promotion of Elizabeth Bartram to Director of the Trust in February 2020, we had to delay the planned recruitment of a Development Manager until the covid impact became clearer. As Elizabeth was previously Development Director, she ensured that we maintained our momentum to enhance our Information Services by managing the contributions from the Millers' Mutual Association as well as obtaining a significant grant from the Garfield Weston Foundation for our *Hidden Heroes* programme.

Dr Jane Freebody joined us as Development Manager in December and launched her first appeal "Help us put the wind back in our sails" in February. Such was the generous response in the following six weeks that we were able to maintain our unrestricted reserve at the target level of 6 months of unrestricted expenditure.

Statement on risk management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to mitigate these risks. In particular the measures we took to anticipate the coronavirus lockdown ensured the safety of our staff and volunteers by working at home. Unfortunately this has also meant that we have had to close to visiting researchers. By cutting back on immediate expenditure to a level that allowed a continuing but reduced service, we have managed the expected reduction in personal donations. We are cautiously optimistic for 2021-2022, but will continue to restrain expenditure for the coming year to maintain our level of unrestricted reserves.

Objects and activities for public benefit

The objects of the charity are:

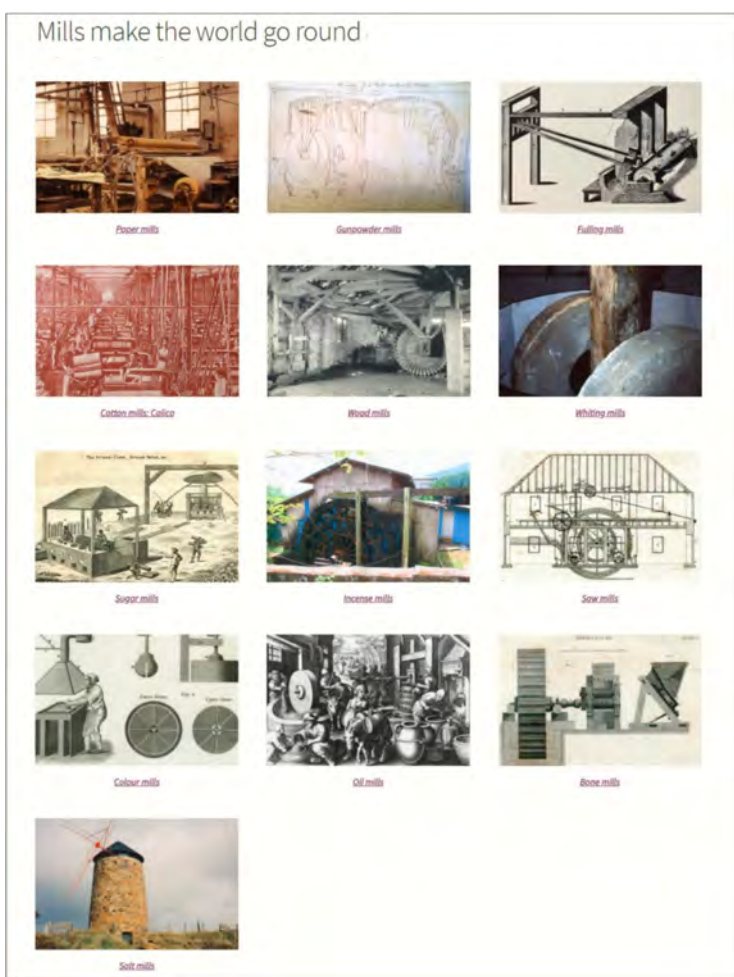
to advance the education of the public in the subject of mills and milling by establishing and preserving and facilitating the public use of the archive to form, establish and support, and to aid in the formation, establishment and support of any other charities and voluntary bodies, established for, or advancing, charitable purposes, the same as, or similar to those of the charity, for the benefit of the public.

We are very grateful to our volunteers who have helped us achieve so much this year in spite of having to work from home. We've been overwhelmed by their commitment and the way they have rallied around to offer their help from a distance. We acknowledge the continuing backing from our regular supporters and the contributions from a number of new donors who have responded to our appeal to "Help put back the wind in our sails" during the last quarter of this financial year. Together they have enabled us to preserve records of our milling history and spread awareness of the urgent need to do more.

Although the temporary closure of the Archive during the pandemic made the acquisition of new collections more difficult, we nevertheless accessioned 33 new donations of archival material in 2020-21, totalling around 45 boxes and 390 MB of digital records. Significant additions included the photograph albums of millwright Derek Ogden, whose reports and large drawings are already in our catalogue; 19 drawings of Union Mill, Cranbrook, by artist Vincent Lines; a set of photos of many of the large Rank Hovis McDougall flour mills and items from the family of J F Morton, managing director of Hovis for many years.



Some items from the Morton Family collection



Our Mills make the World go Round project was completed with the help of one of our trustees. Funded by individual donations and the Foyle Foundation, our new educational pages summarise 13 different uses other than corn milling based on milling technology. Such uses range from crushing sugar cane, bone or chalk to the mixing of gunpowder and the production of paper or textiles.

The collection we received last year from Glenys and Alan Crocker as well as material from the Mildred Cookson Foundation Collection greatly enhanced the scope and depth of this window into our "non-flour" milling holdings.

Conservation work on 99 badly damaged drawings from the Rex Wailes and other collections was completed and these are now ready for digitisation. We are grateful for the support from the National Manuscripts Conservation Trust and the Englefield Charity, which has enabled us to conserve key drawings

from one of the most significant mill collections of the last 100 years and to store them in a new plan chest. The lockdown has meant that most of the cataloguing of the collection this year has been carried out without the aid of volunteers.



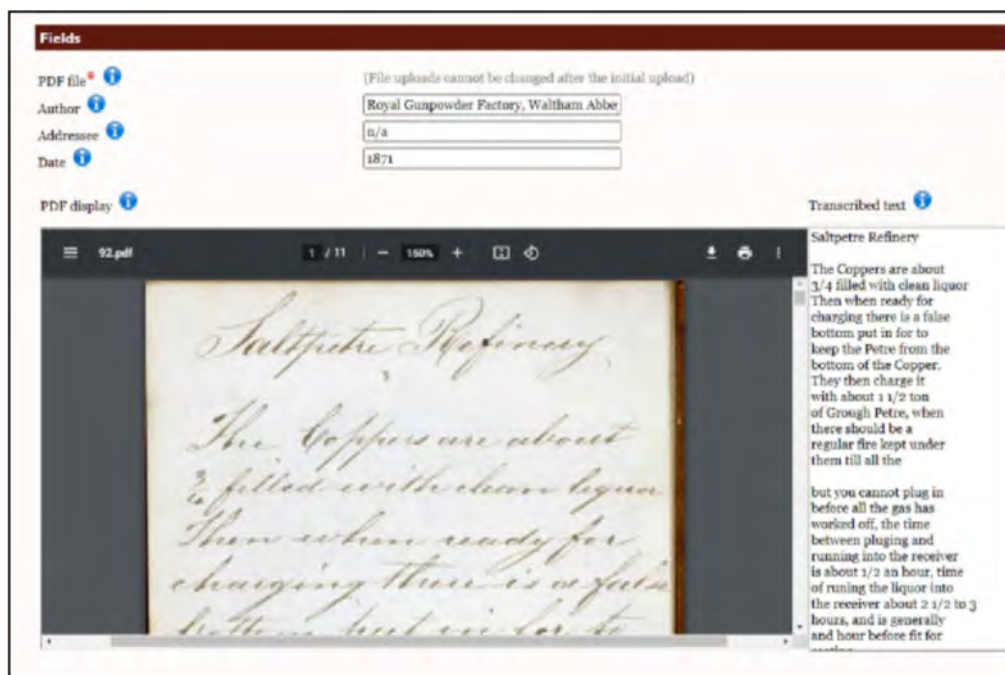
The Rex Wailes Collection has been a particular focus for Nathanael, our archivist, this year. A recently catalogued example from the Wailes' collection is the image (REXW-IMG-01-266) of the drainage mill at Ash Tree Farm, Norfolk, showing the artist Vincent Lines, at work. Shortly after the Second World War Lines collaborated with Rex to illustrate his seminal book *The English Windmill*, which used the mill as the centrepiece of a detailed discussion of the structure and function of East Anglian drainage mills.

The covid-induced closure has meant a full year without physical visits, although our website traffic did increase. Nathanael has successfully introduced the opportunity presented by Zoom to set up demonstrations of archival material to virtual visitors. This experimental approach shows promise and we are considering how we expand its use even though we hope to welcome visitors through the doors before too long.

Continuing generous support from Perendale Publishers during the lockdown has enabled us to continue improving our *Milling & Grain* Room to make it more interesting to visitors who may wish to see “behind the scenes”. We have opened up some of the partitions to create more open space, which now houses our new plan chest, and we are moving our network server out of the room, freeing up further space to house our work-in-progress.



A screenshot during a Zoom demonstration



In January 2021, we received a small grant from the National Archives to fund *Archiving @ Home*, a digital platform so that people could transcribe some of our handwritten documents from the comfort of their own home.

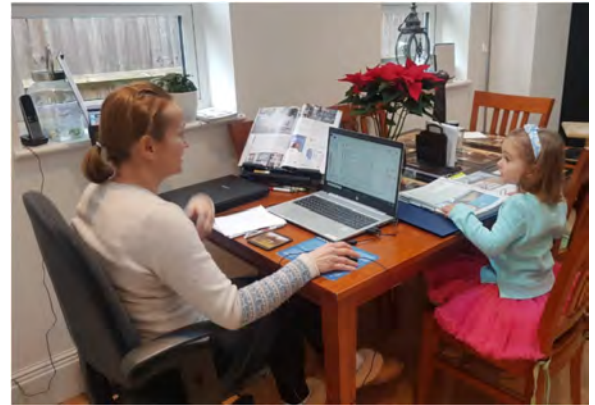
We rapidly developed and launched this initiative and it has helped to address the barrier to travel posed by the lockdown.

We will continue to benefit from it post-Covid. Those who are unable to take advantage of on-site volunteering can now help us remotely to expand the wealth of milling records available for research and enjoyment.

Staff rapidly adapted to working at home, assisted by enhancements to our digital capability funded by the Millers' Mutual Association. As office work becomes straightforward, we will adopt a mixed approach combining the best aspects of working from home and at the Archive.

Database Executive, Nataliya, contributed a great deal of digital material to our holdings working from home.

Our library now has much richer digital content as a result, a trend we will continue to emphasise.



Following extensive work in 2019, we launched our much faster website with improved searching and navigation in the spring of 2020. This benefited a wider public as our number of virtual visitors increased by 25% during the first few months of lockdown. As well as the archive catalogue, we have built well over 300 educational pages on many different aspects of mills and milling. Access to these and the databases we have created of 12,000 mills and almost 50,000 "mill people" meant our original website became progressively overloaded and slow to respond. We therefore separated all the data-hungry elements, enabling rapid searches and allowing the website to show the results within a few seconds.

During the year we published the eleventh in our Research Series, a definitive study of the windmills of Buckinghamshire as revealed by detailed research into our Stanley Freese (1902-1972) and James Venn (1921-2014) collections. Describing the book as a strikingly handsome volume, a purchaser commented

"Creating this exceptional publication from a large volume of source material has clearly been the result of a huge team effort. Please accept and pass on our sincere congratulations to all involved."



The Water and Steam Mills of Huntingdonshire's Great Ouse, the twelfth in the series, was followed by Windmills of Berkshire and Oxfordshire.

This series of printed volumes will be extended as new titles are developed, emphasizing our role as a custodian of milling history and acting as a balance to our increasing digital output.

During lockdown we optimised our resources, transforming our monthly emailed newsletters to different interest groups into a weekly e-newsletter to the full mailing list of almost 5,000 subscribers. These mailings on a variety of milling history topics are very popular, stimulating discussion and even the offer of relevant material.

Our e-newsletter about the connection of sugar mills with slavery led to offers of books and a potential research publication on the subject. It also generated a research opportunity with the University of Reading. We have collaborated with the History Department, who have successfully applied to their Undergraduate Research Opportunities Programme for a student to research into the connection between sugar mills and Caribbean slavery. They will work at the Archive starting in summer 2021.

Financial Position

The impact of covid included a £23,000 reduction in our expected unrestricted income to £70,000. Restricted income totaled £93,000, more than double the previous year. Expenditure control, including a recruitment delay, meant our unrestricted reserves were maintained above our target at 6.3 months of unrestricted expenditure. Overall reserves were at the same level as last year, with approximately half reserved for restricted expenses.

Reserves Policy

It is the policy of the charity to aim for an unrestricted reserve of six months of unrestricted expenditure.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources of the charity for that year. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that financial statements comply with the Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 7 July 2021 and signed on their behalf by:



RF Cookson
Chairman
Date 7 July 2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Mills Archive Trust

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

1155828

Set out on pages

11-14

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no material matters have come to my attention 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 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:

6th September 2021

Name:

Rachel Eden

| | |
|---|--|
| Relevant professional qualification(s) or body (if any): | ACMA (Chartered Institute of Management Accountants) |
| Address: | Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building, |
| | Tudor Road, Reading, England, |
| | RG1 1NH |

| | |
|------------------|-------------------|
| Section B | Disclosure |
|------------------|-------------------|

NONE

THE MILLS ARCHIVE TRUST

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

| | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|--------------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| INCOME FROM: | | | | |
| Voluntary income | 6,000 | 63,623 | 69,623 | 161,038 |
| Other trading activities | 0 | 6,012 | 6,012 | 5,650 |
| Miscellaneous income | 0 | 46 | 46 | 202 |
| Grants | 87,030 | 0 | 87,030 | 37,889 |
| TOTAL INCOME | 93,030 | 69,682 | 162,712 | 204,779 |
| | | | | |
| | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
| EXPENDITURE ON: | | | | |
| Raising funds | 3,462 | 25,077 | 28,539 | 27,950 |
| Charitable activities | 46,332 | 90,768 | 137,099 | 138,295 |
| TOTAL EXPENDITURE | 49,793 | 115,845 | 165,638 | 166,245 |
| | | | | |
| NET INCOME / (EXPENDITURE) | 43,237 | (46,163) | (2,927) | 38,534 |
| Cash balance at 1 April 2020 | 17,784 | 97,979 | 115,764 | 115,764 |
| Cash balance at 31 March 2021 | 61,021 | 51,816 | 112,837 | |

All figures are rounded to whole £.

THE MILLS ARCHIVE TRUST

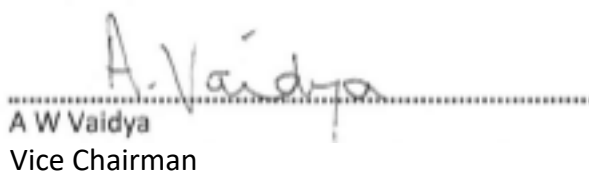
STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

| | 2021 £ | 2020 £ |
|-------------------------------------|----------------|----------------|
| CASH FUNDS | | |
| Current accounts | 16,093 | 9,575 |
| Deposit account | 90,943 | 106,146 |
| Other accounts | 5,801 | 42 |
| Total: | <u>112,837</u> | <u>115,764</u> |
| OTHER MONETARY ASSETS | | |
| Gift Aid | 9,794 | 11,730 |
| Total: | <u>9,794</u> | <u>11,730</u> |
| ASSETS FOR CHARITY'S OWN USE | | |
| Library furniture | 12,330 | 12,330 |
| Total: | <u>12,330</u> | <u>12,330</u> |
| STATEMENT OF FUNDS | | |
| General funds | 31,877 | 78,624 |
| Collections fund | 5,181 | 5,181 |
| Research & education fund | 14,758 | 14,174 |
| Restricted funds | 61,021 | 17,784 |
| Total: | <u>112,837</u> | <u>115,764</u> |

The financial statements were approved by the Trustees on 11 May 2021 and signed on their behalf, by:



.....
R F Cookson
Chairman



.....
A W Vaidya
Vice Chairman

The following notes page(s) form part of these financial statements.

THE MILLS ARCHIVE TRUST

NOTES TO THE FINANCIAL STATEMENTS

| | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ | Total funds 2020 £ |
|-----------------------------------|----------------------------|------------------------------|-----------------------|-----------------------|
| VOLUNTARY INCOME | | | | |
| Fees for services | 0 | 4,388 | 4,388 | 2,466 |
| Subscriptions | 0 | 1,880 | 1,880 | 4,210 |
| Donations | 6,000 | 57,355 | 63,355 | 73,698 |
| Legacies | 0 | 0 | 0 | 80,663 |
| Total: | 6,000 | 63,623 | 69,623 | 161,038 |
| OTHER TRADING ACTIVITIES | | | | |
| Sales | 0 | 6,012 | 6,012 | 5,650 |
| Total: | 0 | 6,012 | 6,012 | 5,650 |
| MISCELLANEOUS INCOME | | | | |
| Interest | 0 | 46 | 46 | 125 |
| Other income | 0 | 0 | 0 | 78 |
| Total: | 0 | 46 | 46 | 202 |
| GRANTS | | | | |
| HLF Grant | 0 | 0 | 0 | 8,017 |
| Millers' Mutual Grant | 10,000 | 0 | 10,000 | 20,000 |
| Minor Grants | 0 | 0 | 0 | 2,500 |
| NMCT Grant | 0 | 0 | 0 | 4,972 |
| Reading University Grant | 0 | 0 | 0 | 2,400 |
| Garfield Weston Grant | 75,000 | 0 | 75,000 | 0 |
| National Archives | 2,030 | 0 | 2,030 | 0 |
| Total: | 87,030 | 0 | 87,030 | 37,889 |
| RAISING FUNDS | | | | |
| Staff costs | 0 | 25,000 | 25,000 | 25,000 |
| Archive development & publicity | 3,462 | 77 | 3,539 | 2,950 |
| Total: | 3,462 | 25,077 | 28,539 | 27,950 |
| CHARITABLE ACTIVITIES | | | | |
| Cataloguing and materials | 5,434 | 428 | 5,862 | 3,116 |
| Furniture and equipment | 6,770 | 0 | 6,770 | 45 |
| IT development | 11,970 | 0 | 11,970 | 11,091 |
| Legal and finance | 215 | 4,321 | 4,536 | 9,375 |
| Miscellaneous and office expenses | 303 | 781 | 1,084 | 1,849 |
| Network and telephone | 3,902 | 1,601 | 5,503 | 1,761 |
| Rent, insurance and storage | 575 | 24,399 | 24,974 | 25,178 |
| Staff costs | 10,500 | 54,383 | 64,883 | 69,287 |
| Training, travel and subsistence | 701 | 2,407 | 3,108 | 9,296 |

| | | | | |
|---------------------|--------|--------|---------|---------|
| Website maintenance | 5,962 | 2,447 | 8,410 | 7,297 |
| Total: | 46,332 | 90,768 | 137,099 | 138,295 |

Notes to the accounts

Trustee Remuneration and expenses:

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity. No trustee expenses have been incurred.

Independent Examiner remuneration

The Independent Examiner received remuneration of £360 including VAT. They did not undertake any other work for the firm but the same firm received remuneration of £346 including VAT for other services relating to payroll and pensions administration during the year.

Related parties

There were no related party transactions in the reporting period that require disclosure.

Staff

The average head count (number of staff employed) during the reporting period was Four.

No employees received employee benefits (excluding employer pension costs) of more than £60,000.

The charity operated a defined contribution plan. All of the costs associated with this were from unrestricted funds.

Accounting policies

The accounts are produced on a receipts and payments basis.

There are no material uncertainties about the charity's ability to continue

Public benefit

The charity is a Public Benefit Entity.