

# BAMPTON HERITAGE AND VISITOR CENTRE

England & Wales - Charity number 1156194

## Details

---

**Other names** BHVC

**Status** Registered

**Legal form** CIO

**Registered** 2014-03-14

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

## Contact

---

**Address** St Micheals and All Angels Church  
Station Road  
Bampton  
Devon  
EX16 9NG

**Phone** 07900 502443

**Email** [enquiries.bamptonheritage@gmail.com](mailto:enquiries.bamptonheritage@gmail.com)

**Website** [www.bampton.org.uk/heritage-centre.html](http://www.bampton.org.uk/heritage-centre.html)

## Activities

---

**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY OF BAMPTON IN PARTICULAR BY THE ESTABLISHMENT AND MAINTENANCE OF A HERITAGE CENTRE.

**Activities:** Formation and operation of a heritage and visitor centre in the historic town of Bampton, Devon for the benefit and education of its community, children and visitors. Archive of historical items and artefacts for the promotion and preservation of local history.

## Classification

---

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Environment/conservation/heritage, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

## Geography

- Devon

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|--------|-------------|--------|-----------|
| 2025-12-31 | £8,496 | £4,662      | -      | -         |
| 2024-12-31 | £9,071 | £4,100      | -      | -         |
| 2023-12-31 | £8,060 | £5,090      | -      | -         |
| 2022-12-31 | £6,722 | £4,304      | -      | -         |
| 2021-12-31 | £6,685 | £3,997      | -      | -         |
| 2020-12-31 | £5,849 | £4,436      | -      | -         |

## Trustees

| Name                         | Role | Appointed  |
|------------------------------|------|------------|
| Garry John Girling           |      | 2025-05-25 |
| Marian Lesley Girling        |      | 2022-04-26 |
| Nicolas Marie Bernard Chopin |      | 2026-03-25 |
| Peter Harper Freeman         |      | 2025-03-25 |
| Rachel Macdonald             |      | 2019-04-23 |

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---



**2025**

## **Bampton Heritage and Visitor Centre**

# **12<sup>th</sup> Annual Report**

### **Contents**

**Message from the Trustees**

**Publicity**

**Treasurer's Report**

**Centre Activity**

**The Collection**

**Secretarial**

**Volunteers**

**Digital**

**Research**

**Strategic Plan**

## MESSAGE FROM THE TRUSTEES

The Trustees of BHVC are delighted to report on another successful and busy year, the highlights of which are shown throughout this report.

To ensure good governance, Bampton Heritage and Visitor Centre (BHVC) has a framework of leadership, behaviours, and processes to ensure the charity is well-run, complies with current legislation and achieves its charitable aims effectively. It builds public trust through transparent decision-making, accountability, and ethical stewardship.

The Charity relies solely on volunteers, without whom BHVC would not exist. Each one of the volunteers is unique, and they build their role in their own way – staffing the Centre, volunteering on stalls and at events, guiding town trails, and of course, the unsung heroes in the back room who must never be forgotten. BHVC are always keen to hear from anyone who might be interested in volunteering.

We also thank our Friends, Town Councillors, local businesses and members of our community whose support is invaluable. The support and understanding of Church members is also key to the existence of the Centre within St Michaels and All Angels church.

Peter Freeman, Garry Girling, Marian Girling, Andy Macdonald, Rachel Macdonald



## PUBLICITY AND EVENTS – Marian Girling

2025 was certainly another busy year for Bampton Heritage Centre, with so many events to plan and, of course, they all needed promoting.

We started the year off by taking the WI Scrapbook into some of Bampton's cafes, as well as in the Centre. It is a fascinating insight into all aspects of life in Bampton in 1967/8. It's a real time capsule, and everyone found it fascinating.



Our annual Quiz Night in April was again a great success. We were sold out, and the event had a great atmosphere. This event is a great fundraiser for the Heritage Centre too.



We ran lots of walks in 2025, Town Trails and Bank Holiday Walks, as well as a Geo Walk on the hottest day of the year, and two Sketching Trails on two of the wettest days. Luckily, the weather didn't deter anyone from enjoying these walks.

May saw the 80<sup>th</sup> anniversary of VE Day, and we focused on the evacuees who came to Bampton from London. We had a fascinating display of items, films taken in Bampton during the war, as well as wartime food to try. This event was very well attended and enjoyed by all generations.

In the autumn, we took part in the national Heritage Open Days event, this year's theme was Architecture, and we focused on the architecture of the church. Our Sketching Trail was part of this event as well.

After a packed year of events, we finished the year with lots of stalls selling the Centre's festive cards and gifts. Also, two Twixtmas Walks, one long walk and one Town Trail walks had lots of takers; people obviously wanted to walk off their festive indulgences and enjoy the fresh air.



All these events require a lot of publicity, and we make use of local publications, notice boards in Bampton and further afield and, of course, social media.

We continue to go from strength to strength on our Social Media platforms, especially with Facebook. We now have 1067 Followers on Facebook and 397 followers on Instagram. Social media is a great way for us to promote the Heritage Centre and a great tool to help promote our events to specific interest groups.

We look forward to another successful year ahead. We have some exciting new events planned, so do keep an eye out for them.

## **TREASURER'S REPORT, JANUARY TO DECEMBER 2025 - Rachel Macdonald**

Bampton Heritage and Visitor Centre (BHVC) draws your attention to the healthy financial position at the end of 2025. These accounts are presented in a straightforward way to demonstrate that BHVC acts responsibly, openly and honestly when managing its money.

Thank you to the Independent Examiner, Geoff Girdlestone, for his continuing help and guidance in preparing the accounts.

The accounts are divided into two – Restricted and Unrestricted.

**RESTRICTED FUNDS** - grants or donations which can only be used for specific projects. Income is not always spent in the year it is received.

**Income: £1,750**

**Expenditure: £2,000**

This year money was obtained from Mid Devon and Devon County Council towards the finger post project (now complete) and Mid Devon Council for new signs for the churchyard entries to be implemented by March 2026.

**UNRESTRICTED FUNDS** - monies raised by BHVC Volunteers through activities such as events, the shop and stall sales, town trails, donations.

**Income: £6,746**

It is good to see that the drop in sales and donations did not continue this year, helped by generous donations by volunteers in items for sale and their time over the Charter Fair and Christmas period. A special thank you to them.

The Quiz Night was again an important contributor to 2025 income and is now becoming a regular event in people's calendar. Thanks to all involved.

**Expenditure: £2,662**

An increase on last year, reflecting the investment made in improving the storage and organisation of the Collection, along with materials to enhance the special presentations held during the year. These events delivered an increase in Visitor Numbers – a strategic objective. Trustees are always intent on managing the overheads of the charity and I am pleased to report the annual payment to the Church was held at last year's level, while insurance premiums increased only a little.

**NET INCOME** (income minus expenditure): **£3,834**

The stable financial position reported for 2025 is due to continuing hard work and generosity of Volunteers, and support from local business and members of the community – BHVC only remains viable because of those endeavours.

Following input from both Volunteers and Friends, Trustees have identified projects for which funding is required from 2026 which form part of the BHVC Reserves Policy 2026.

## SUMMARY ACCOUNTS

### BAMPTON HERITAGE AND VISITOR CENTRE

Accounts for year ending 31st December 2025

| <b>2024</b>   |                                 | <b>£</b>          | <b>£</b>            | <b>£</b>     |
|---------------|---------------------------------|-------------------|---------------------|--------------|
|               | <b>INCOME</b>                   | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
| 1,333         | Donations                       |                   | 1,472               | 1,472        |
| 2,481         | Sales                           |                   | 2,518               | 2,518        |
| 499           | Well Being Walks                |                   | 0                   | 0            |
| 150           | Grants                          | 1,750             | 0                   | 1,750        |
| 4,608         | Other                           |                   | 2,756               | 2,756        |
| <b>9,071</b>  |                                 | <b>1,750</b>      | <b>6,746</b>        | <b>8,496</b> |
|               | <b>EXPENDITURE</b>              | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
| 64            | Admin                           |                   | 14                  | 14           |
| 168           | Equipment/Materials             |                   | 0                   | 0            |
| 391           | Events                          |                   | 523                 | 523          |
| 71            | Museum Collection               |                   | 763                 | 763          |
| 666           | Overheads                       |                   | 674                 | 674          |
| 19            | Publicity                       |                   | 0                   | 0            |
| 357           | Repairs & Maintenance           |                   | 27                  | 27           |
| 1,590         | Shop stock                      |                   | 496                 | 496          |
| 20            | Subscriptions                   |                   | 77                  | 77           |
| 156           | Volunteer support & training    |                   | 54                  | 54           |
| 499           | Well being walks                |                   | 34                  | 34           |
| 30            | Walking                         | 0                 |                     | 0            |
| 0             | Town maps                       | 0                 |                     | 0            |
| 70            | Court roll                      | 0                 |                     | 0            |
| 0             | Finger posts                    | 2,000             |                     | 2,000        |
| <b>4,100</b>  |                                 | <b>2,000</b>      | <b>2,662</b>        | <b>4,662</b> |
| <b>4,971</b>  | <b>Net Income</b>               | <b>-250</b>       | <b>4,084</b>        | <b>3,834</b> |
| 1,309         | Assets minus depreciation (20%) |                   | 747                 |              |
| 22,146        | Balances - Bank                 |                   | 25,971              |              |
| 73            | Balance with Paypal             |                   | 92                  |              |
| 90            | Cash in hand                    |                   | 80                  |              |
|               | Money owed to BHVC              |                   | 0                   |              |
| 2,105         | Stock                           |                   | 1,238               |              |
| <b>24,414</b> | <b>Total Assets</b>             |                   | <b>27,381</b>       |              |

Note: write off of railway cupboard with asset value £200 plus child's computer £100.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name  
Bampton Heritage and Visitor Centre

On accounts for the year ended

31 December 2025  
Charity no (if any) 1156194

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed: *G.C. Girdlestone*

Date: 31 JANUARY 2026

Name: G. C. GIRDLESTONE

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

Address:

7 ASHLEIGH PARK  
BAMPTON, TIVERTON  
EX16 9LF.

## CENTRE ACTIVITY

The numbers of visitors BHVC welcomed to the Centre or attended an event are shown below. Visitors to the Centre rose but have still not achieved pre-Covid figures. Town trail numbers were disappointing, and a review is being undertaken.

Special presentations were well attended. A school visit and geo-walks also contributed. Numbers attending some of the events:

|                     |                                   |     |
|---------------------|-----------------------------------|-----|
| 27/02/25            | Walk & talk church                | 16  |
| 01 to 05/05/2025    | VE day exhibition                 | 188 |
| 24/07 to 02/08/2025 | 1920's weekend                    | 142 |
| 14/08 to 16/08/2025 | VJ weekend                        | 33  |
| 18/09 to 20/09/2025 | Open Heritage including art trail | 73  |

## VISITOR NUMBERS 2025

|              | <b>CENTRE</b> | <b>TOWN TRAILS</b> |
|--------------|---------------|--------------------|
| January      | 0             | 0                  |
| February     | 57            | 0                  |
| March        | 80            | 2                  |
| April        | 70            | 2                  |
| May          | 243           | 6                  |
| June         | 104           | 4                  |
| July         | 182           | 0                  |
| August       | 155           | 0                  |
| September    | 131           | 5                  |
| October      | 99            | 0                  |
| November     | 119           | 2                  |
| December     | 68            | 7                  |
| <b>TOTAL</b> | <b>1,308</b>  | <b>28</b>          |

## YEARS 2019 to 2024

|                    | <b>2019</b> | <b>2020</b> | <b>2021</b> | <b>2022</b> | <b>2023</b> | <b>2024</b> |
|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| <b>Centre</b>      | 1,544       | 233         | 687         | 990         | 997         | 1,209       |
| <b>Town Trails</b> | 84          | 15          | 58          | 33          | 22          | 44          |

## THE COLLECTION– Rachel Macdonald

2025 saw closer working with the Devons Museums Group of which BHVC is a member. Drawing on their expertise and accessing professional advice from organisations they make available, a Collection Policy was approved by Trustees. Within this document are the criteria for objects that BHVC is offered for its Collection:

- a) must relate to Bampton and fall within a 3-mile radius;
- b) be in stable condition and are entire and/or intact;
- c) have proven ownership/title; and
- d) do not create a health and safety hazard.

The Collection Register has been further improved thanks to the skills and dedication over many hours by Naomi Hemmingway. This facilitated a major audit of the Collection, focusing on artefacts. This year, each object has been removed from its packaging, identified and a unique BHVC number attached. Over 1,800 items have been audited to date. Investment has been made in storage materials and containers with each object stored in appropriate and secure storage that will aid preservation in the future.



Several presentations were run during the year, including celebrations of VE Day and Commemoration of the Bampton Fallen for VJ Day. Both proved very successful and made a significant contribution to Centre visitor numbers. BHVC was delighted to welcome residents from Castle Grove to the VE Day presentation. Volunteers heard some incredible stories of WW2 from the residents. BHVC also joined the Devon-wide celebration of the 1920s: Devon Twenties Festival – Exploring life in 1920s Devon. We looked at Two Women of Bampton - Frances Chown, Farmer's Wife and Margaret Partridge, Electrical Engineer. The contrast between the two women's lives was vivid, but in some ways surprisingly similar.

BHVC hopes to work more closely with establishments around Bampton and its environs in the future and is looking forward to hosting the Over 60's Club in February 2026. The new 'Back to School' exhibition (a look back across education in the area) will be on display and we will work with the Club on creating an index for their Anniversary Memories Book, of which they were kind enough to donate a copy to BHVC.



The Collection audit will continue in the background throughout 2026, focussing on documentation and photographs, while a full programme of exhibitions will be presented in the Centre.



## SECRETARIAL - Kelvin Holdom

As the newly appointed Secretary to BHVC, I am slowly getting to grips with the BHVC editorial and digital systems. Luckily, I have a huge amount of support from Garry Girling with Microsoft 365 and the other Trustees for their help and patience while I settle into this demanding but equally enjoyable role for Bampton Heritage. Any 'secretarial' mistakes in this AGM will be down to me, but –hopefully- there won't be any in 2027!



Heritage Open Days Sketching Trail Artwork

## **VOLUNTEERS - Alison Brooker**

As you read through this report, you will see how much our Trustees do for BHVC, but our thanks go to our incredible team of volunteers who make all these things possible. They are not just supporting BHVC they are the energy that powers it.

We said goodbye to two Volunteers this year, Penny and Jane and welcomed Sarah, Sylvia, and Michael. We increased our opening hours by opening on a Friday afternoon, and in the coming year, we are changing the way we offer Town Trails by running them twice a month on the 1st and 3rd Saturday of the month, without the need to book.

Rachel Macdonald and I have been working on both updating the Volunteers Handbook and improving the induction process for new volunteers.

We continue with our regular Volunteer meetings, these are not only opportunities for the Trustees to share information but, more importantly, time to come together and enjoy each other's company.

This year, we partnered with another charity called Room to Reward, and through this collaboration, we were able to recognise two of our "Hidden Heroes", Wendy Boothroyd and Chris Holdom, with well-deserved short breaks, to thank them for their invaluable contributions. Both have been volunteering with us for over 10 years and in that time have done so much to contribute to BHVC's success.



**Chris & Wendy Receiving Their Certificates.**

## DIGITAL – Garry Girling

The digital systems for BHVC have adapted to several changes over the years 2025-2026. The first change was the departure of our previous IT administrator, Chris Price; Chris also oversaw our Microsoft 365 cloud-based software account. The 365 account is where BHVC's records, policies and information, etc., are saved. The second was the news that Humphrey Berridge, who established and maintained the BHVC's website, is now stepping down. The current BHVC website is a secondary page on the Bampton town website. To reduce the impact on the Town Council, who maintain the BHVC website, it was agreed that the BHVC website shall now be a standalone entity, separate from the BTC website.

To minimise the impact of these significant events on BHVC organisational protocols, the Trustees elected to set up a new role of Digital Trustee. So, all 'IT' issues, systems and questions are now to be directed to the Digital Trustee. As Digital Trustee, my role is to keep the access and availability of the BHVC systems working smoothly for the team.

One of my first duties after my appointment was to produce a specification in accordance with the team's wishes for a website designer to design our new website. The new website will have a new look while retaining lots of the existing information. We will be updating web pages where additional facts have been revealed. The new website will replace the old one as soon as it is completed.



**VE Day 80<sup>th</sup> Anniversary Exhibition**

## RESEARCH– Peter Freeman

Research into certain aspects of Bampton's heritage has moved forward during 2025. It has taken two forms.

The social history of Bampton's men and women during the 1920s and the two world wars including presentations such as VJ day when the Bampton Men That Fell came under the spotlight.

Much time has been spent considering and researching the development of the church. The 19th century saw significant change and deterioration of the church fabric. In 1896 under Rev Forrester Holmes, the architect Samson was commissioned for major renovation. This saw the correction of the outward lean of both the south wall and arcade, repositioning of the east nave roof timbers, repositioning and extension of the rood screen, levelling and lowering of the floor whilst installing a new heating system, rebuilding the chancel arch and raising the chancel floor by 5 steps to the altar. I was pleased to share their story at two informal talks. I remember the costume well. Bampton Heritage now holds digital copies of Samson's plans. This research has resulted in a timeline being drawn up for changes within the fabric of the church.

Research is of course a continuing story.



**Talk on the architecture of the church by two time-travelling gents.**

## STRATEGIC PLAN 2025 to 2030 – Andrew Macdonald

2025 saw the introduction of a new 5-year Strategic Plan; new in content and new in style. Emphasis has been placed on delivering BHVC's charitable aims and focuses on key enablers and objectives.

The key enablers are:

- Digital
  - o Website
  - o Database
  - o Back-office and financial systems
- Finance
  - o Bids to funding bodies
- Licence
  - o Renegotiate licence for the west end of St Michaels and All Angels

The actions taken to date on the enablers are recorded in this Annual Report.

The Strategic Plan places considerable emphasis on projecting and promoting both BHVC and Bampton's heritage. This new emphasis saw BHVC deliver a fingerpost scheme in collaboration with the Town Council and Bampton in Bloom. Not only do the fingerposts direct visitors around Bampton, but specifically heighten the profile of the Heritage Centre.

In line with the strategic objective to raise the BHVC profile, both in Centre and outreach programmes, the profile has been refreshed in line with the key enablers. Changes include a new logo and renewal of noticeboards and entry signs.

Both the fingerposts project and the profile update were supported by successful funding bids to Mid Devon District Council (MDDC) and Devon County Council. 2026 has already seen an invitation from MDDC for further targeted funding. The ensuing bid was to deliver new visual aids in the Centre and also support outreach programmes requiring portable equipment. The bid has been successful.



**New Fingerposts in Bampton.**

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---



**2024**

**Bampton Heritage & Visitor Centre**

**11<sup>th</sup> Annual Report.**



## CHAIRMAN'S OVERVIEW OF THE YEAR by Judi Thomas



Another busy and rewarding year has passed. We have been a key part of our community, hosting events and welcoming both visitors and local residents, former residents and Friends of BHVC.

Along with sharing good time, this year brought us great sadness with the sudden loss of our curator Ken Mills. Ken was with us as a Trustee from the opening of the Centre and with his experience, enthusiasm and thirst for learning he took on the management of our collection. We miss him very much.

Thanks to Andy Macdonald and his great team, the refurbished Centre re-opened in February. The new look was much appreciated by volunteers who gave great feedback on the new layout, with much better light and space for the railway model and the new attractive shop and information display.

My sincere thanks go to all volunteers. The number of unpaid hours given across a variety of roles are invaluable and very much appreciated. Individual skills, talent and passion create an amazing team of which I, and fellow Trustees, are immensely proud to be members.

### Highlights of the year include:

Our 11<sup>th</sup> year was focused on raising our profile, both locally and further afield.

- Our monthly Brook Street stalls, continued to be hugely successful in attracting visitors and residents to see the displays of photos of Bampton in times past – bringing conversations, memories, sales and donations.
- A review with volunteers of our updated strategic plan which is our road map to prioritise our activity and spending plans.
- Oral memory recording and visit from the White family who lived in what is now the Great House, then a barber's shop when they were growing up. Trevor was very pleased to see that the russet apple tree he had planted from a seed was still there.
- Heritage Open Days in September had the theme of Routes, Networks and Connections. Andy Macdonald curated a splendid exhibit of our routes through the earliest drovers' paths through to roadways and the building and widening of the bridge in Brook Street, leading onto the development and later demise of our railway routes. With our portfolio of old maps, we had many visitors who spent time enjoying artwork and research.
- A meeting with volunteers to review our strategy to make it fit for the coming years.
- Activities with families and wider audiences are essential in meeting our core aims. In March and again in May we welcomed classes from Bampton Primary School, with their new head, Lully Newman. It was rewarding to show her, and other staff and children the origin of their school logo – the Bouchier knot.
- We invited our Friends to events to meet Trustees and volunteers with refreshments and in April, a talk on Sir Edwin Dunning.

- The first ever Mid Devon Walking Festival was launched in Bampton on Sunday 15<sup>th</sup> September. We were a big player in the Festival, running 5 walks in total. This event, publicised widely by Visit Mid Devon and Visit Devon raised our profile and brought us some welcome donations.
- Our Tom Talk this year was delivered by Mark Cottle who is a well-known lecturer and speaker. His talk on the medieval gothic aspects of Exeter Cathedral was fascinating and inspiring.



Our thanks, as always, go to the Parochial Church Council (PCC) and in particular Sue Leach and Tony Mount, who with Kevin Chandra, who have kept us updated with aspects of church business affecting BHVC.

## CENTRE ACTIVITY

The numbers of visitors BHVC welcomed to the Centre or attended an event within the last 7 years are shown below. 2024 shows an increase in numbers but remain lower than pre-Covid. Interestingly the visitor numbers are higher in the spring months than previously, but lower in early Autumn.

|              | 2018         | 2019         | 2020       | 2021       | 2022       | 2023       | 2024         |
|--------------|--------------|--------------|------------|------------|------------|------------|--------------|
| <b>Jan</b>   | 37           | 52           | 62         | 0          | 0          | 0          | 47           |
| <b>Feb</b>   | 59           | 104          | 76         | 0          | 20         | 0          | 164          |
| <b>Mar</b>   | 65           | 105          | 42         | 0          | 13         | 100        | 143          |
| <b>Apr</b>   | 177          | 93           | 0          | 0          | 62         | 90         | 208          |
| <b>May</b>   | 180          | 231          | 0          | 23         | 77         | 87         | 110          |
| <b>Jun</b>   | 186          | 119          | 0          | 57         | 59         | 84         | 93           |
| <b>Jul</b>   | 186          | 119          | 0          | 57         | 59         | 119        | 69           |
| <b>Aug</b>   | 226          | 235          | 32         | 231        | 120        | 109        | 180          |
| <b>Sep</b>   | 163          | 146          | 8          | 196        | 497        | 286        | 81           |
| <b>Oct</b>   | 99           | 248          | 13         | 79         | 83         | 110        | 75           |
| <b>Nov</b>   | 141          | 60           | 0          | 44         | 0          | 0          | 15           |
| <b>Dec</b>   | 72           | 32           | 0          | 0          | 0          | 12         | 24           |
| <b>TOTAL</b> | <b>1,591</b> | <b>1,544</b> | <b>233</b> | <b>687</b> | <b>990</b> | <b>997</b> | <b>1,209</b> |

## TOWN TRAILS

|              | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      | 2024      |
|--------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| <b>Jan</b>   |           | 5         |           |           |           |           | 0         |
| <b>Feb</b>   |           | 6         |           |           | 2         |           | 2         |
| <b>Mar</b>   |           | 5         | 7         |           |           |           | 19        |
| <b>Apr</b>   |           | 11        |           |           |           |           | 5         |
| <b>May</b>   |           | 27        |           |           |           | 16        | 0         |
| <b>Jun</b>   | 8         | 10        |           | 4         | 25        |           | 0         |
| <b>Jul</b>   |           | 5         |           | 8         |           |           | 2         |
| <b>Aug</b>   |           | 2         |           |           |           |           | 6         |
| <b>Sep</b>   | 14        | 4         | 8         | 18        |           | 6         | 2         |
| <b>Oct</b>   | 9         | 3         |           | 12        |           |           | 0         |
| <b>Nov</b>   | 5         | 0         |           | 8         | 2         |           | 4         |
| <b>Dec</b>   | 4         | 6         |           | 8         | 4         |           | 6         |
| <b>TOTAL</b> | <b>40</b> | <b>84</b> | <b>15</b> | <b>58</b> | <b>33</b> | <b>22</b> | <b>44</b> |

## TREASURER'S REPORT by Rachel Macdonald

Yet again, I am pleased to draw your attention to the healthy financial position of the Bampton Heritage and Visitor Centre. These formal accounts are presented in a straightforward format to demonstrate that BHVC acts openly, honestly and responsibly when managing money. BHVC thanks our Independent Examiner, Geoff Girdlestone, for his support and guidance in preparing these accounts.

The accounts are divided into two sources of revenue – Restricted and Unrestricted.

**RESTRICTED FUNDS** - grants or donations which can only be used for specific projects. Income is not always spent in the year it is received.

**Income: £150**, with thanks to the Toucan for their donation of £100 and Rotary for £50, both to be put towards the cost of publishing a new walks booklet.

**Expenditure: £100** on two projects during 2024. The first was a translation of the Court Roll. The second was the September walking festival where Bampton joined other towns around Mid Devon to offer an array of walks.

**UNRESTRICTED FUNDS** - monies raised by BHVC Volunteers through activities such as the shop and stall sales, town trails, events etc.

**Income: £8,921**. £2,481 sales and £1,333 donations, a reduction on last year, due to the cost of living increase and reduced spending power along with less activities around the town at Christmas. Street stalls continue to be a popular gathering point for heritage information and to find unusual and unique gifts –thanks to the Volunteers who staff them, and not always on warm, sunny days!

The Quiz Night was an important contributor to 2024 income. Thanks to Volunteers Carol Poole for her skills with the questions, Derek Webster for an excellent bar service and all the other Volunteers who helped make the evening such a success. BHVC will run its third quiz in 2025.

Two additional credits were made, an insurance claim and a donation from a charity donation scheme. This money is shown as Other Income in the Summary Account.

**Expenditure: £4,000**, a decrease on last year, reflecting our lower sales income. The costs of the refurbishment of the Centre straddled both 2023 and 2024 and expenditure of £357 (Repairs and Maintenance) reflects this. The annual payment to the Church increased to usual levels as the charges for heating oil are again reflected in the charge.

**NET INCOME** (income minus expenditure): **£4,971**. It is worth noting that despite a drop in sales and donations, BHVC made a small surplus, inflated by Other Income.

The stable financial position recorded above is due to continuing hard work by Trustees and Volunteers, and support from local business and members of the community – the Centre only remains viable because of those endeavours.

Following input from both Volunteers and Friends, Trustees have identified projects for which funding is required in 2025. These form part of the 2025 Reserves Policy.

**BAMPTON HERITAGE AND VISITOR CENTRE**

Accounts for year ending 31st December 2024

| <b>2023</b>   |                                 | <b>£</b>          | <b>£</b>            | <b>£</b>     |
|---------------|---------------------------------|-------------------|---------------------|--------------|
|               |                                 | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
|               | <b>INCOME</b>                   |                   |                     |              |
| 2,270         | Donations                       |                   | 1,333               | 1,333        |
| 4,274         | Sales                           |                   | 2,481               | 2,481        |
| 439           | Gift Aid Refund                 |                   | 0                   | 0            |
| 202           | Well Being Walks                |                   | 499                 | 499          |
| 875           | Grants                          | 150               | 0                   | 150          |
| 0             | Other                           |                   | 4,608               | 4,608        |
| <b>8,060</b>  |                                 | <b>150</b>        | <b>8,921</b>        | <b>9,071</b> |
|               | <b>EXPENDITURE</b>              |                   |                     |              |
| 22            | Admin                           |                   | 64                  | 64           |
| 80            | Equipment/Materials             |                   | 168                 | 168          |
| 675           | Events                          |                   | 391                 | 391          |
| 137           | Museum Collection               |                   | 71                  | 71           |
| 644           | Overheads                       |                   | 666                 | 666          |
| 90            | Publicity                       |                   | 19                  | 19           |
| 858           | Repairs & Maintenance           |                   | 357                 | 357          |
| 2,065         | Shop stock                      |                   | 1,590               | 1,590        |
| 105           | Subscriptions                   |                   | 20                  | 20           |
| 30            | Volunteer support & training    |                   | 156                 | 156          |
| 26            | Well being walks                |                   | 499                 | 499          |
| 0             | Walking                         | 30                |                     | 30           |
| 352           | Town maps                       | 0                 |                     | 0            |
| 0             | Court roll                      | 70                |                     | 70           |
| <b>5,090</b>  |                                 | <b>100</b>        | <b>4,000</b>        | <b>4,100</b> |
| <b>2,970</b>  | <b>Net Income</b>               | <b>50</b>         | <b>4,921</b>        | <b>4,971</b> |
| 1,636         | Assets minus depreciation (20%) |                   | 1,309               |              |
| 16,957        | Balances - Bank                 |                   | 22,146              |              |
| 0             | Balance with Paypal             |                   | 73                  |              |
| 381           | Cash in hand                    |                   | 90                  |              |
| 0             | Money owed to BHVC              |                   | 0                   |              |
| 2,172         | Stock                           |                   | 2,105               |              |
| <b>19,510</b> | <b>Total Assets</b>             |                   | <b>24,414</b>       |              |



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A Independent Examiner's Report**

|   |  |                                |         |
|---|--|--------------------------------|---------|
| <b>Report to the trustees/<br/>members of</b> | Charity Name<br>Bampton Heritage and Visitor Centre                              |                                |         |
| <b>On accounts for the year<br/>ended</b>     | 31 December 2024   | <b>Charity no<br/>(if any)</b> | 1156194 |
| <b>Set out on pages</b>                       | 5 & 6 <small>(remember to include the page numbers of additional sheets)</small> |                                |         |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed: G. C. GIRDLESTONE Date: 8/02/2025  
 Name: G. C. GIRDLESTONE

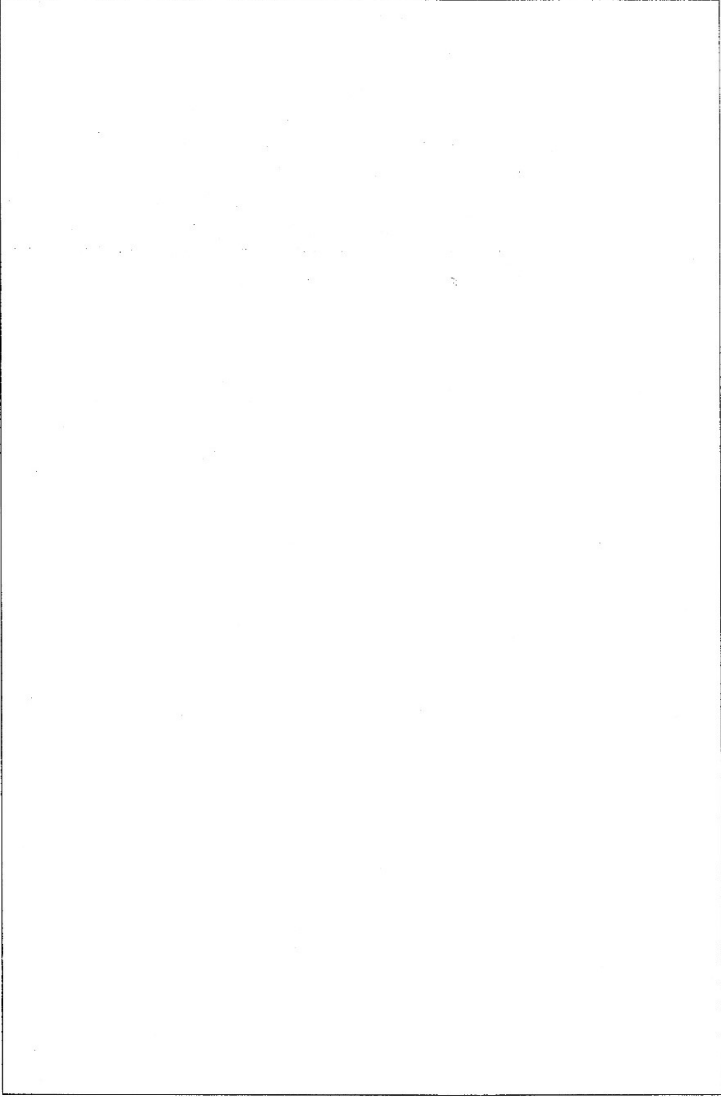
Relevant professional qualification(s) or body (if any):

Address: 7 ASHLEIGH PARK, BAULTON, EX16 9LF

**Section B Disclosure**

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

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



## **OUR VOLUNTEERS by our Volunteer Lead Alison Brooker**

We say this every year, because it's true, our volunteers are the backbone of BHVC, we could not function without them and are indebted for the time and commitment they give in keeping the Centre open and welcoming visitors.

This year we welcome 2 new volunteers; Michael and Nic and one returning Volunteer Debra who was with us at the very beginning.

The Centre is currently open for 8 hours a week over 3 days. If we were to calculate the number of hours our volunteers give in total it comes to 3072 hrs per year just for the Centre and that's with only one volunteer per shift, ideally we like our Centre to be manned by two people at a time but this is not always possible. It is a significant amount of time and we sometimes struggle to fill all the volunteers slots and this coming year we face the challenge of our Chairman stepping down along with one of the Trustees which will leave us with only 2 volunteer Trustees, the minimum number at which BHVC can function.

Of course, we don't only have volunteers in the Centre, they support our Street Stalls, lead our Town Trails and Bank Holiday walks as well as acting as backstops and providing tea for the weary walkers. We run 3 - 4 events each year when we bring our volunteers together to share ideas and hear they views but mainly to socialise and get to know each other. The annual Summer Tea Party being a highlight.

Bampton has many oppourtunities for people to volunteer and we are grateful to those that choose to volunteer with BHVC.



## **PUBLICITY AND SOCIAL MEDIA – Marian Girling**

2025 was certainly another busy year for us at Bampton Heritage Centre, with so many events to plan and, of course, they all needed promoting.

We started the year off with several visits from Bampton Primary School, where we organised sessions on the local history for them as well as our exciting Church Quiz Trail. It was great fun for the children and for us.

We ran our Quiz night again in May and again, it was a great success. It was well attended with a great atmosphere. Everyone had great time and really enjoyed our Ploughman's supper and bar too. This is a great fund raiser for us too.

We did lots of walks in 2024 everything from our popular Town Trails, Bank Holiday Walks and this year we took part in the inaugural Mid Devon Walking Festival. We were pleased to be able to launch the Walking Festival and our walkers were seen off by invited guests. In total we ran 5 walks of various lengths over the fortnight and had visitors come from all over Mid Devon to take part.

In the autumn we held another Heritage Open Days event this time taking their Maps, Routes and Connections theme. We held a fantastic exhibition in the Heritage Centre organised and presented by one of our Volunteers, Andy Macdonald. Everyone who came was very impressed by it and spent ages looking at everything; in fact, several commented that they had only intended to pop in for ten minutes but ended up staying for over an hour!

We finished the year with our Twixtmas Walks, one long walk and one Town Trail. We had people come all the way from Wiveliscombe for our Town Trail and they let us know that they had found it a "fascinating, informative and companionable" event.

All these events require lots of publicity and we make use of local publications, notice boards in Bampton and further afield and, of course, social media.

We continue to go from strength to strength on our Social Media platforms, especially with Facebook. We now have 998 Followers on Facebook and 356 followers on Instagram. We have people as far away as New Zealand, Canada, Bahamas and Sweden following us.

Social media is a great way for us to promote the Heritage Centre and a great tool to promote our events to specific interest groups.

We look forward to another year which has some interesting new events as well as some favourites.

## **A TRUSTEE'S PERSONAL VIEW by Phil Venn**

I've really enjoyed my experience as a trustee, and having recently retired, it has provided me with a new interest.

As a 'local' being born and bred in Bampton, I have met many people from the past, and resurrected friendships as a result. Talking over 'old' times has certainly kept the mind sharp.

The recording memories interviews with Gail, were enthralling, and the people we interviewed had great and accurate recollections of Bampton in the past.

The ongoing plans we have in place for 2025, is something to look forward to, a busy time ahead awaits!

## **SECRETARY AND DIGITAL ARHIVE by Chris Price**

Having picked up the secretary role for BHVC in January 2023, I've managed to improve the way in which we manage the documentation and systems that help us operate. We now are able to provide access to relevant documentation to the Trustees, Volunteers and people external to BHVC and be sure we know what needs to be reviewed and updated. We share BHVC documentation online with Trustees, and via the Bampton Website for Volunteers and the public.

We have a number of mandatory policies that we need to maintain to preserve our status as a CIC. These are mostly available to anybody outside of the charity upon request. This of course may not be that exciting, but they are essential to the operations of BHVC.

In 2024 have introduced software to BHVC that has been obtained free of charge through Microsoft's Not-for-Profit scheme. We have 10 Microsoft 365 licenses – these provide all the Trustees with significant online storage that can be shared and together with a host of tools to allow us to manage it, including standard Microsoft Office tools (Word, Excel, PowerPoint etc.) and Zoom for online meetings without the normal restrictions that we'd face without the licences.

In 2024 we introduced a risk management process. Through regular quarterly reviews we consider any new and existing risks that the charity may be exposed to and agree and follow through on action plans to mitigate the most significant risks. This activity helps ensure that we have a successful, financially viable charity that offers the best for Bampton.

Towards the end of 2023 we did a lot of work to pull together a Collection Database that built on the excellent work our late colleague Ken Mills did for us as Curator. The Collection Database helps us to track and maintain our collection of artefacts and digital records online and be able to find them more easily. This activity has progressed significantly through 2024 and with help of a number of digital archive volunteers we are cataloguing and digitizing more of our collection, thereby making it easier to search and find information more quickly. There is much more we can do here and there's no doubt the digitization work will continue in 2025 and beyond.

Our growing collection is of immense importance. We have made considerable progress on the format and operation of our digital archive. Work will continue, with the help of the digital archive volunteers. This new archive will contribute to the conservation of the collection and improve access for all.

## **GOVERNANCE OF THE CHARITY by Judi Thomas**

The Charity is governed by five Trustees who set the strategy for the Centre, run it on a day-to-day basis, coordinate volunteer recruitment and training and ensure financial stability. We have a standard Charity Commission constitution and submit accounts and reports to the Commission each year.

We maintain a framework of underpinning governance which includes safe and robust systems and processes. These ensure accountability, scrutiny, compliance and due diligence covering the activities of everyone within BHVC.

The Trustees meet on a regular basis to deal with substantial business. All volunteers are invited to join the meeting. Agenda and papers are available in advance in the volunteers' secure area of the website. Also, following each meeting the minutes showing decisions from the meeting and other relevant information are available.

The AGM took place on the 25<sup>th</sup> March 2024 and confirmed the following 5 Trustees

- Judi Thomas
- Rachel Macdonald
- Ken Mills
- Marian Girling
- Phil Venn

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---



2023

Bampton Heritage & Visitor Centre

10<sup>th</sup> Annual Report.



## **CHAIRMAN'S overview of the year by Judi Thomas**

Our 10<sup>th</sup> Anniversary year 2023 was an amazing year of activity and celebration for Bampton Heritage and Visitor Centre (BHVC). Our key aim for this special year was to make connections with as many people as possible to share our story and highlight all that BHVC can offer. We enjoyed holding events in our local cafes, on our street stalls, on our heritage walks and in the Centre to show our collection and hear the memories generously shared with us by many current and former residents. New displays were created and 10 events to mark our 10 years were held. Comments in our visitors' book show that people truly appreciate the welcome and sharing of Bampton's history by our volunteers. Our Anniversary celebration event brought together old and new friends and the buzz of the whole day was a joy.

My most sincere thanks go to all volunteers. The number of unpaid hours given across a variety of roles are invaluable and very much appreciated. Individual skills, talent and passion create an amazing team of which I, and fellow Trustees, are immensely proud to be members of. The milestone of our 10<sup>th</sup> anniversary could not have been reached without such a team, and we look forward to moving forward into the next 10 years together.

### **Highlights of the year include:**

Our 10<sup>th</sup> year was focused on raising our profile, both locally and further afield.

- Taking our collection out into the community. Hosted in local cafes and eating places, Ken, Judi and Marian showed some unusual items from our Heritage Collection, asking people to guess what they were used for. It was great fun and a treat to have coffee and cake each day!
- With the splendid support of our local creative writing group, one of our local art groups and other artists, we received some fabulous original creations in words and pictures inspired by objects and photos from our collection.
- Local photographers had the opportunity to showcase their talents in a summer competition. Winners' photos were made into Christmas Cards.
- All these combined creative talents were displayed in our annual Heritage Open Day event. The theme for 2023 was 'Creativity Unwrapped', which allowed us to showcase some amazing local creativity.
- Our monthly Brook Street stalls continued to be hugely successful in attracting visitors and residents to see the displays of photos of Bampton in times past – bringing conversations, memories, sales and donations.
- Activities with families and wider audiences are essential in meeting our core aims. We welcomed Bampton Beavers in the spring and Bampton Cubs in the autumn. Using quizzes and storytelling we helped them find out more about the Church and Bampton history.
- Bampton Twinning Association invited BHVC to be part of the welcome event for the visiting families from Villers Bocage on their first visit here since Covid. Judi even gave a 'welcome to the Heritage Centre' speech in her best French!

- Our quiz night in May got brains working hard on some great general knowledge questions compiled by our volunteer Carole Poole. A Ploughman's supper and prize draw raised much needed funds to keep us in a healthy financial position.
- Our bank holiday walks welcomed some old friends and some new walkers who enjoyed the routes along our local footpaths and refreshments on their return.

After 10 years and the very unexpected disintegration of a free-standing display cabinet, Trustees decided that the Centre was in need of a new look. With Andy Macdonald as project manager, a team of skilled and enthusiastic volunteers began work in December during our closed season. The results of the hard work will take BHVC into the 2024 season with a much revitalised and more accessible layout.

Our thanks to the Parochial Church Council (PCC) and in particular Sue Leach and Tony Mount, who with Kevin Chandra, who have kept us updated with aspects of church business affecting BHVC. We are very pleased to have the Arch-Deacon of Exeter, the Venerable Andrew Beane as a follower on our Facebook page. Andrew is an enthusiastic supporter of ours recognising our invaluable contribution to the church as a community hub and resource.



## OUR VOLUNTEERS – by Alison Brooker

It was another busy year at BHVC with volunteers yet again providing the backbone of everything we do. BHVC prides itself in offering a variety of rewarding volunteering opportunities and we are always thankful that people step forward and get stuck in.

The team of volunteers that helped with our refurbishment over the winter months were amazing, from sanding the floor, moving the furniture and refurbishing the railway display to name but a few of the tasks. Their range of skills and commitment blew everyone away.

Our Street Stalls continued to be successful throughout the year. We aimed to run one every month, weather permitting, and they were a wonderful way of taking BHVC out to the community. Our Bank Holiday walks also relied on volunteers to act as leaders, backstops, emergency responders and to serve tea and cakes to the weary walkers. In 2024 with the help of our volunteers we are bringing back our regular programme of Town Trails.

Of course, these roles are all very visible but we also have volunteers working steadily in the background, cataloguing our extensive collection, managing our website pages, undertaking specific research, recording the memories of local people, and other roles, all of which brings Bampton's history to life.

It's so important to acknowledge the contributions people make to BHVC and last year we celebrated their endeavours with a tea party in June on a wonderful sunny day in the lovely setting of Rachel and Andy Macdonald's garden. It was a great opportunity to be able to just sit down together and chat about things apart from BHVC! We hope this will become a regular annual event.

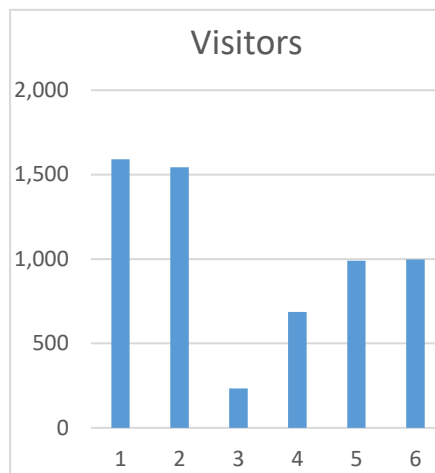


## CENTRE ACTIVITY

Below we show the numbers of visitors who have come to the Centre. While there is a lot of interest in the Centre and the activities and events we run, visitor numbers have not recovered to pre-Covid levels.

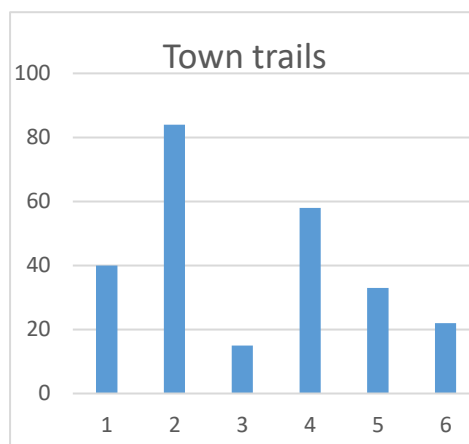
### VISITORS TO THE CENTRE

|              | 2018         | 2019         | 2020       | 2021       | 2022       | 2023       |
|--------------|--------------|--------------|------------|------------|------------|------------|
|              | Year 1       | Year 2       | Year 3     | Year 4     | Year 5     | Year 6     |
| Jan          | 37           | 52           | 62         | 0          | 0          | 0          |
| Feb          | 59           | 104          | 76         | 0          | 20         | 0          |
| Mar          | 65           | 105          | 42         | 0          | 13         | 100        |
| Apr          | 177          | 93           | 0          | 0          | 62         | 90         |
| May          | 180          | 231          | 0          | 23         | 77         | 87         |
| Jun          | 186          | 119          | 0          | 57         | 59         | 84         |
| Jul          | 186          | 119          | 0          | 57         | 59         | 119        |
| Aug          | 226          | 235          | 32         | 231        | 120        | 109        |
| Sep          | 163          | 146          | 8          | 196        | 497        | 286        |
| Oct          | 99           | 248          | 13         | 79         | 83         | 110        |
| Nov          | 141          | 60           | 0          | 44         | 0          | 0          |
| Dec          | 72           | 32           | 0          | 0          | 0          | 12         |
| <b>TOTAL</b> | <b>1,591</b> | <b>1,544</b> | <b>233</b> | <b>687</b> | <b>990</b> | <b>997</b> |



### TOWN TRAILS

|              | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      |
|--------------|-----------|-----------|-----------|-----------|-----------|-----------|
|              | Year 1    | Year 2    | Year 3    | Year 4    | Year 5    | Year 6    |
| Jan          |           | 5         |           |           |           |           |
| Feb          |           | 6         |           |           | 2         |           |
| Mar          |           | 5         | 7         |           |           |           |
| Apr          |           | 11        |           |           |           |           |
| May          |           | 27        |           |           |           | 16        |
| Jun          | 8         | 10        |           | 4         | 25        |           |
| Jul          |           | 5         |           | 8         |           |           |
| Aug          |           | 2         |           |           |           |           |
| Sep          | 14        | 4         | 8         | 18        |           | 6         |
| Oct          | 9         | 3         |           | 12        |           |           |
| Nov          | 5         | 0         |           | 8         | 2         |           |
| Dec          | 4         | 6         |           | 8         | 4         |           |
| <b>TOTAL</b> | <b>40</b> | <b>84</b> | <b>15</b> | <b>58</b> | <b>33</b> | <b>22</b> |



## TREASURER'S REPORT by Rachel Macdonald

### FINANCIAL YEAR 1 JANUARY TO 31 DECEMBER 2023

I am pleased to draw your attention to the healthy financial position of the Bampton Heritage and Visitor Centre. The formal accounts are presented in a straightforward format that demonstrates that the BHVC Trustees act honestly and responsibly in handling funds.

BHVC thanks our Independent Examiner, Geoff Girdlestone, for his time, support and guidance in preparing these accounts.

The accounts are divided into two sources of revenue – Restricted and Unrestricted.

**Restricted funds, grants or donations** to be used only for a specific purpose. Income is not always spent in the year it is received.

- **Income** totalled £875, funds for the Town Plan and Farm Heritage Projects.
- **Expenditure** on Walkers are Welcome and Town Plan projects during the year totalled £358. The Town Plan is now freely available from those businesses that took part in the project, LARC and the Centre, with stocks being regularly replenished.

**Unrestricted funds** - monies raised by BHVC Volunteers through activities such as shop and stall sales, town trails, events etc.

- **Income** totalled £7,185.  
Again, our thanks to The Bridge, Bampton Deli and 6 On Castle for stocking BHVC items. Street stalls continue to be a popular gathering point for heritage information and to find unusual and unique gifts. Time and effort spent in finding new and different stock at good prices has paid off by bringing a consistent and significant benefit which is used to run the Centre and its activities. Well-Being Walks became part of the BHVC family during the year and the income associated with that activity is shown in the accounts for the part year July to December.
- **Expenditure** totalled £4,732.  
Repairs and Maintenance rose this year due to the refurbishment of the Centre. The costs of the refreshment of the Centre straddle both 2023 and 2024 and will be further reported upon next year. Events and publicity expenditure increased as BHVC celebrated its 10<sup>th</sup> Anniversary with 10 events across the year. The annual payment to the Church returned to a more normal level as the Centre returned to more regular opening hours, although the lack of heating meant that the Centre was closed in the winter months and there was no contribution to pay towards usage of heating oil.

**Net income** (income minus expenditure).

This rose to £2,970, up on last year by £552 (19%). Despite increasing our celebratory events programme and paying a significant contribution of £775 to refresh the Centre, BHVC still made a small surplus.

**Stock value** £2,172.

#### Assets

- £500 of assets written off in year due to accidental breakage of a display cabinet.
- Other assets depreciated by £409.

**BAMPTON HERITAGE & VISITOR CENTRE**

Accounts for year ending 31st December 2023

| <b>2022</b>   |                                 | <b>£</b>          | <b>£</b>            | <b>£</b>     |
|---------------|---------------------------------|-------------------|---------------------|--------------|
|               | <b>INCOME</b>                   | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
| 3,675         | Sales                           |                   | 4,274               | 4,274        |
| 1,551         | Donations                       |                   | 2,270               | 2,270        |
| 196           | Gift Aid Refund                 |                   | 439                 | 439          |
| 0             | Well Being Walks                |                   | 202                 | 202          |
| 1,300         | Grants                          | 875               | 0                   | 875          |
| <b>6,722</b>  |                                 | <b>875</b>        | <b>7,185</b>        | <b>8,060</b> |
|               | <b>EXPENDITURE</b>              | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
| 6             | Admin                           |                   | 22                  | 22           |
| 235           | Equipment/Materials             |                   | 80                  | 80           |
| 368           | Events                          |                   | 675                 | 675          |
| 6             | Publicity                       |                   | 90                  | 90           |
| 322           | Museum Collection               |                   | 137                 | 137          |
| 278           | Overheads                       |                   | 644                 | 644          |
| 331           | Repairs & Maintenance           |                   | 858                 | 858          |
| 2,233         | Shop stock                      |                   | 2,065               | 2,065        |
| 140           | Subscriptions                   |                   | 105                 | 105          |
| 113           | Volunteer support & training    |                   | 30                  | 30           |
|               | Well being walks                |                   | 26                  | 26           |
| 0             | Other                           |                   | 0                   | 0            |
| 257           | Covid                           |                   | 0                   | 0            |
| 15            | Walking                         | 6                 | 0                   | 6            |
|               | Town maps                       | 352               | 0                   | 352          |
|               | Farm project                    | 0                 | 0                   | 0            |
| <b>4,304</b>  |                                 | <b>358</b>        | <b>4,732</b>        | <b>5,090</b> |
| <b>2,418</b>  | <b>Net Income</b>               | <b>517</b>        | <b>2,453</b>        | <b>2,970</b> |
| 2,545         | Assets minus depreciation (20%) | 1,636             |                     |              |
| 14,147        | Balances - Bank                 | 16,955            |                     |              |
| 7             | Balance with Paypal             | 0                 |                     |              |
| 17            | Cash in hand                    | 381               |                     |              |
| 195           | Money owed to BHVC              | 0                 |                     |              |
| 2,002         | Stock                           | 2,172             |                     |              |
| <b>18,913</b> | <b>Total Assets</b>             | <b>19,508</b>     |                     |              |

**Note to the Accounts:** Insurance claim for accidental breakage of glass display cabinet settled at £2,837 recorded in 2024 accounts. Write off of £500 as estimated residual value. This sum has been deducted from the 2023 asset value.

# EXTERNAL EXAMINER'S REPORT



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A Independent Examiner's Report**

**Report to the trustees/  
members of** Charity Name  
Bampton Heritage and Visitor Centre

**On accounts for the year  
ended** 31 December 2023 **Charity no  
(if any)** 1156194

**Set out on pages** 6 & 7 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**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").

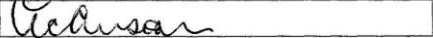
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

**Signed:**  **Date:** 30 JANUARY 2024

**Name:** G. C. GIRDLESTONE.

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

**Address:** 7 ASHLEIGH PARK  
BAMPTON, TIVERTON,  
EX16 9LF

## EXTERNAL EXAMINER'S REPORT CONTD

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

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

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

## **2023 CURATOR'S REPORT by Dr Ken J. Mills**

For the first time all the artefacts and papers owned by the Heritage Centre are in one place – a dry and safe location. We are grateful to the Trustees of Riverside Hall.

Notable acquisitions in 2023 include: a large ceremonial French milk churn (originally donated to the Bampton Twinning Society by Villers Bocage); a late Victorian christening gown; the Bampton Players archive; a wheatsheaf baked by Brian Steward and three 19<sup>th</sup> century cornets used by members of the Bampton Town Band.

Work on cataloging Tom McManamon's papers has proceeded. The contents of a very large box of papers containing 915 items have been listed and described in detail, thanks to Elise Collins. Work on a further box has now begun – our thanks to Simon Bartlett for taking that on. Work remains to be done on the final box.

A major effort by our Secretary, Chris Price, has seen the transfer of over 2000 items of the collection from a Microsoft Word document and some Excel spreadsheets to an advanced spreadsheet. The Collection Database is now easily searchable and is supported by indexed digital content such as photographs and documents. Recent acquisitions and some of the separately listed collections remain to be added to this master list in 2024. More detailed entries, such as the contents of several DVD's will be added to this database which can then be shared with interested parties.

The display about midwifery was replaced by a display of coronation mugs and other china in celebration of the coronation of King Charles III. This, in turn, was replaced by a display of the three 19<sup>th</sup> century cornets that were used by the Bampton Town Band. A display of larger objects was curated for the 10<sup>th</sup> Anniversary celebrations although a planned display of ten objects for ten years had to be abandoned due to the collapse of a display cabinet. Unfortunately a few items of lesser importance were destroyed.

An increase in the number of historical researches requested by visitors has occupied much time. Notable was the visit by 5 members of the LaForte family from Utah and California, who were taken round the farms where their ancestors lived. Research was also carried out into the history of the Jutsom and Badcock families, the Baptist chapel gravestones and the location of Mrs. Bowden's laundry in Brook Street, the latter requiring an understanding of the various numbering systems in Brook Street over the years.

The cataloging (by volunteers associated with Exeter University) of the Chown collection of papers is nearing completion and is planned to be a part of the forthcoming "Devon in the 1920's" celebration to be held in Exeter.

A number of historical photographs were enlarged to A3 size and laminated for display at the street stalls in Brook Street. These displays generated much interest in the BHVC by passers-by.

## **PUBLICITY AND SOCIAL MEDIA – by Marian Girling**

What a year 2023 was, with so much going on our events planning was running at full steam. This year saw the introduction of the new quiz night to organise and it was a steep learning curve too. Our events planning and publicity were very successful. The publicity resulted in lots of people joining us for both the Heritage Open Days and the 10 years event in September. It is always rewarding when people attend an event seeing our publicity and who have never previously attended one of our events.

Our Social Media platforms – Facebook and Instagram - continued to grow this year. We have nearly 1000 followers on Facebook. The number of people who follow us and now comment on our posts is significant. Interest in photographs from our photograph Collection is very high. We have had some delightful comments, with people recognising family members and filling in lots of gaps in our knowledge about the photographs too. We continue to record all these comments for future use.

Social media continues to be a really useful tool in promoting BHVC, whether that is publicising upcoming events or showcasing a past event. It is also a great way to reach people who do not live in the local area too; we have followers as far away as the United States, Australia, the Bahamas and Bulgaria.

We look forward to another successful year planning and promoting our events and achievements on social media.

## **GOVERNANCE of the Charity from Judi Thomas**

The Charity is governed by five Trustees who set the strategy for the Centre, run it on a day-to-day basis, coordinate volunteer recruitment and training and ensure financial stability. We have a standard Charity Commission constitution and submit accounts and reports to the Commission each year.

We maintain a framework of underpinning governance which includes safe and robust systems and processes. These ensure accountability, scrutiny, compliance and due diligence covering the activities of everyone within BHVC.

The Trustees meet on a regular basis to deal with substantial business. All volunteers are invited to join the meeting. Agenda and papers are available in advance in the volunteers' area of the website. Also, following each meeting the minutes showing decisions from the meeting and other relevant information are available.

The AGM took place on the 18<sup>th</sup> April 2023 and confirmed the following 5 Trustees

- Judi Thomas
- Rachel Macdonald
- Ken Mills
- Marian Girling
- Alison Brooker

## Key events during 2023

### My Bampton

In January, we started our 10<sup>th</sup> anniversary year with an event in Riverside Hall, inviting current and former residents to tell us their memories of living in Bampton. We had a fantastic response and it was a joy and a privilege to see and hear many happy and poignant memories. At one point during the afternoon, there was an amazing reunion of friends who had not seen each other since being together at primary school in Bampton! The memories recorded are part of our oral memory archive.

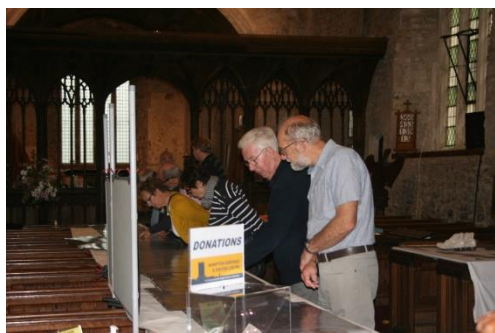


### Sir Edwin Dunning

The Toucan café held one of their very successful fund-raising evenings for our benefit. After a delicious two course meal and coffee, volunteer Andy Macdonald gave a talk on Sir Edwin Dunning, Bampton's White Knight, a forgotten but important benefactor who brought Bampton's quarries back to a thriving industry from the late 1800s. Andy's thorough research made a great presentation and raised many questions about Dunning's work.

### 10<sup>th</sup> anniversary celebration day

We marked our anniversary with a whole day open event on Wednesday 20<sup>th</sup> September, running from 10.00am – 9.00pm. Over 80 people were welcomed during the day, including some old friends and new visitors. Plenty of tea and cakes were happily consumed. In the evening, invited guests which included all our volunteers, were invited to celebrate our 10 years. We were very happy to have Katrina Munroe Barney and Esme Hopkinson with us. Barney was our first Treasurer and Esme was one of our first volunteers. Katrina was our chairman from the inception of the project until 2020. They all travelled a long way to be with us and we were thrilled they could join in the celebration.



## **Mid Devon Museums Group**

We became members of a newly formed Mid Devon Museums Group, chaired and managed by the South-West Museums Development Officer Joanna Cairns. The group membership includes all heritage groups and museums across Mid Devon and has potential to share best practice, tips from other similar organisations and wider access to training events.

## **Friends of Bampton Heritage and Visitor Centre**

We launched our Friends scheme in the autumn. Trustees are so pleased that this has attracted interest and by the end of 2023 5 annual members and 6 life members had signed up. These members make a contribution financially but also help BHVC reach many more people, as they tell friends and neighbours about The Centre and outreach activities. All Friends receive newsletters, early booking for events and a discount in the shop. 2024 will see the launch of special Friends events.

## **FUTURE PLANS – 2024 AND BEYOND**

### **Farm history project with Bampton Scouts**

Following an unavoidable delay, this project is set to go during the spring and summer. We will be working with Bampton Scouts and 4 local farms who have accepted an invitation from the Scouts to take part in this project. The Scouts will record the stories of these farms and families and display their findings in the autumn. We will gain important information to add to our collection and the Scouts will gain some hard-earned badges – great outcomes for all involved. Our farms and the families that work the land are part of Bampton community's story and we hope to build on this project over the next few years.

### **Digital Archive of our Collection**

Our growing collection is of immense importance. We have made considerable progress on the format and operation of our digital archive. Work will continue, with the help of the digital archive volunteers to catalogue, index and digitize both new and legacy items in our collection. This new archive will contribute to the conservation of the collection and improve access for all.

### **Mid Devon Walking Festival**

Visit Mid Devon, a service within Mid Devon District Council, is planning a major tourist event in September 2024 - a walking festival. We will be joining this event by offering guided walks throughout the entire two weeks of the event. We will benefit from the wider publicity for the event and hope to attract new walkers and visitors to Bampton who will see what a great place this is to visit and stay building on the town's Walkers are Welcome status.

### **Strategy review**

Our 5-year strategy will see a major review in 2024. Trustees aim to create a vibrant and achievable strategy to take us forward, underpinned by a rolling programme of work. Our volunteers are critical in shaping our plans and will participate in the review.

### **Bampton Primary School**

We are hosting a number of visits to the Centre along with town trails for the whole school in the spring. This will be the start of rebuilding a connection with our Primary School to share and bring alive the history of Bampton.

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---



# Bampton Heritage & Visitor Centre (BHVC)

## 9<sup>th</sup> Annual Report.

2022

### Our Aims

1. To conserve our heritage and inspire interest and learning through our centre using a wide range of accessible means to residents and visitors
2. To promote the town to potential visitors and provide them with information to meet their needs and interests
3. To develop rewarding and valued volunteer roles and experiences
4. To contribute to the community by working to enhance the reputation of Bampton as a place to live, visit and value

## 1. Chairman's Overview of the Year – Judi Thomas, Chair and Trustee



2022 was a challenging year for us. Covid was still present, affecting visitor confidence and, as a consequence, visitor numbers. Nonetheless we had a very successful year with many achievements to celebrate. I was elected as Chairman after the Annual General Meeting in 2022 when Liz Redfern stood down as chairman and retired as a Trustee. I am very proud to follow our previous chairs Katrina Munroe and Liz Redfern and to bring my own passion for our heritage to the role.

### 1.1 Highlights of the year

- Reaching a wider audience and increasing our reach by new videos, podcasts and improved social media presence on Facebook and a creating our Instagram profile
- Supporting our volunteers with regular social gatherings – talks, training and always tea and cake!
- The Welcome to Bampton map created and paid for by Mid Devon District Council – installed on the wall of the public toilets
- Queen's Jubilee community event – BHVC stalls by the Motte
- Brook Street stalls, attracting visitors and residents with great displays of photos of Bampton in times past – bringing interest, sales and donations
- Activities with families and wider audiences - Geolab, sponsoring the annual town scarecrow competition, Fossil Detectives, Exmoor Dark Skies, Walk Through the Solar System with Bampton cubs
- Walkers are Welcome status achieved and inaugural walk on August bank holiday Monday.
- The 5 Churches walk leaflet – routes to the 5 churches in the Hukeley Mission
- The writing, rehearsing and recording of new stories for children
- New videos on YouTube – Putting Bampton on the Map and From Legs to Wheels

We could not have achieved all of these things without the continuing support of all our volunteers. All our volunteers are unpaid, and you each bring your own skill, experience, and enthusiasm to your role. Whatever your role, I want to thank you for your invaluable contribution. My particular thanks go to my fellow Trustees who work tirelessly and have made my job as Chair an enjoyable experience.



Figure 1 - BHVC Out and about

The Centre in the church has faced very difficult times with no heating for the whole of 2022. The building is stone, and in the autumn and winter months was indeed, stone cold. Thank you to all the volunteers who put on extra layers and braved the freezing conditions to make sure we kept the Centre open.

Our thanks to the Parochial Church Council (PCC) and in particular Sue Leach and Tony Mount, who with Kevin Chandra, have kept us updated with all aspects of church business affecting BHVC. Our partnership with the PCC is a strong and lasting one. Our support was called on for a meeting with the Diocesan committee and the Diocesan Chancellor to determine the position of the reredos (altar screen). Andy Macdonald and I were invited to present our research and views at the meeting.

## **1.2 Governance of the Charity**

The Charity is governed by 5 Trustees who set the strategy for the Centre, run it on a day-to-day basis, coordinate volunteer recruitment and training and ensure the effective use of resources. We operate using a standard Charity Commission constitution and submit accounts and reports to them as required.

The Trustees meet on a regular basis around every 6-8 weeks. These meetings deal with substantial business of running the whole operation. Volunteers are invited to join the meeting by request and agendas are circulated beforehand. Following each meeting a Newsletter is sent to all volunteers to update them on decisions from the meeting and other relevant information, to keep them informed.

We have a review schedule for all our policies to ensure they are all current and in line with national best practices. Our 5-year strategy is a working document and is monitored and updated by Trustees on a quarterly basis.

Since 2016 Trustees have been elected from our pool of volunteers.

The AGM took place on the 8 March 2022 and confirmed the following 5 Trustees

- Judi Thomas (Secretary) – re- elected 2022 for 3 years – 2025
- Rachel Macdonald (Treasurer) – elected 2022 for 1 year - 2023
- Ken Mills – re-elected 2020 for 3 years - 2023
- Wendy Boothroyd – re-elected for 3 years - 2024. Resigned in 2022.
- Alison Brooker – elected 2020 for 3 years - 2023

Information on who we are and how we operate, with policies and our strategic plan available on our website pages. Our policies and procedures are reviewed and updated in accordance with the guidelines from the Charity Commission. The National Council for Voluntary Service and the Government.

## 2. Our Volunteers – Alison Brooker, Volunteer Lead and Trustee



This past year has seen some changes to the running of BHVC but, as always, our volunteers have risen to the challenge and we are lucky to have them working with us.

First of all, due to the heating in the Church breaking down we took the decision to close BHVC for the winter months as it was felt to be too cold for volunteers and visitors alike. We re-opened in March 2022.

Upon reopening we made changes: the rota would now be put up on a month-by-month basis to make it easier for people to commit to filling the volunteering slots. On the whole, this change was met positively and there were very few sessions where Trustees had to step in at the last minute to fill spaces.

It was decided that footfall on a Friday afternoon session was too low to keep the centre open and so we changed our schedule and opened on a Thursday morning, Friday morning and all-day Saturday. This has worked well but some volunteers reported that they don't like the morning slots on a Thursday and Friday because it involves both opening and closing the centre which means their slot is closer to 2.5 hours than 2. It also means that for volunteers going out in the afternoon, it can be a rush if you only finish at one and then have to close up. It was suggested that we split these morning-only sessions into two 1-hour sessions but realistically it is very unlikely to get 4 people to cover these shifts. We are looking at ways we can make this work for our volunteers.



Figure 2 - The Visitor Centre

Our Coffee and Chat sessions continue and have proved successful. They are a good opportunity for our volunteers to meet up with each other and for us to share information in person. In May we held a drop-in session for volunteers at The Bridge, and it was an opportunity for our volunteers to share what's good about volunteering with us and what's not. Some great ideas that came out of this session and we plan to initiate some of these this year.

### 3. Centre Activity

Our volunteers have overseen a reduced amount of visitor activity because of the two periods of Covid 19 lockdown closure requirements, as can be seen in the table below.

The months with no visitors at all are when we were closed.

|              | Visitor Numbers |             |            |            |            | Town Trail Numbers |           |           |           |           |
|--------------|-----------------|-------------|------------|------------|------------|--------------------|-----------|-----------|-----------|-----------|
|              | 2018            | 2019        | 2020       | 2021       | 2022       | 2018               | 2019      | 2020      | 2021      | 2022      |
| <b>Jan</b>   | 37              | 52          | 62         | 0          | 0          |                    | 5         |           | 0         | 0         |
| <b>Feb</b>   | 59              | 104         | 76         | 0          | 20         |                    | 6         |           | 0         | 2         |
| <b>Mar</b>   | 65              | 105         | 42         | 0          | 13         |                    | 5         | 7         | 0         | 0         |
| <b>Apr</b>   | 177             | 93          | 0          | 0          | 62         |                    | 11        |           | 0         | 0         |
| <b>May</b>   | 180             | 231         | 0          | 23         | 77         |                    | 27        |           | 0         | 0         |
| <b>Jun</b>   | 186             | 119         | 0          | 57         | 59         | 8                  | 10        |           | 4         | 25        |
| <b>Jul</b>   | 183             | 180         | 0          | 112        | 58         |                    | 5         |           | 8         | 0         |
| <b>Aug</b>   | 226             | 235         | 32         | 231        | 120        |                    | 2         |           | 0         | 0         |
| <b>Sep</b>   | 163             | 146         | 8          | 196        | 497        | 14                 | 4         | 8         | 18        | 0         |
| <b>Oct</b>   | 99              | 248         | 13         | 79         | 83         | 9                  | 3         |           | 12        | 0         |
| <b>Nov</b>   | 141             | 60          | 0          | 44         | 0          | 5                  | 0         |           | 8         | 2         |
| <b>Dec</b>   | 72              | 32          | 0          | 0          | 0          | 4                  | 6         |           | 8         | 4         |
| <b>Total</b> | <b>1551</b>     | <b>1605</b> | <b>233</b> | <b>742</b> | <b>989</b> | <b>40</b>          | <b>84</b> | <b>15</b> | <b>50</b> | <b>33</b> |

In addition, there were 448 visitors for our major Heritage Open Day event (Heritage Open Days Railway model event) in 2022

## 4. Treasurer's Report – Rachel Macdonald, Treasurer and Trustee

### 4.1 Financial Year January to December 2022



I am pleased to draw your attention to the continuing healthy financial position of the Bampton Heritage and Visitor Centre. BHVC thanks our Independent Examiner, Geoff Girdlestone, for his time, help and guidance in preparing these accounts.

The formal accounts are presented in a straightforward format that demonstrates that the BHVC Trustees act honestly and responsibly in handling funds. The accounts are divided into two sources of revenue – Restricted and Unrestricted.

**Restricted funds** are grants or donations which are only used for the purpose for which they are given. In 2022 BHVC was awarded 3 grants totalling **£1,320**. Expenditure on projects during the year, walking events and COVID remedial action, totalled **£272**.

BHVC needs to expend money to achieve the above-mentioned income and to pay for its overhead and running costs. **Unrestricted expenditure totalled £4,032**.

By taking the total unrestricted expenditure away from the total unrestricted income and adding in the stock-holding we see that this year BHVC had a **net income of £2,418**.

The **balances** at year end 31 December 2022 show that total holdings of cash in hand or at the bank (restricted and unrestricted) stood at £14,171, whilst stock was valued at £2,002. Assets have depreciated by £636. This stable financial position is due to hard work by Trustees and Volunteers, and support from local business and members of the community - whose endeavours continue to keep the Centre viable.

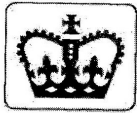
In recognition of the stable financial position, the Trustees will review and agree the **2023 Reserves Policy** which lays out what BHVC will do with its money. To be prudent we need to keep reserves in the bank to insure us against hard times, but we do not wish to build up large reserves of cash when there is much we can do to keep BHVC vibrant and alive. It is expected that, in light of the cost of living rises and inflation pressures, less donations will be made and sales will drop during 2023. Expenses are expected to rise. With this external environment in mind, a judicious **draft budget** will be set for 2023 and will be updated throughout the year in line with the Reserves Policy. Both documents, along with the **draft examined accounts** shown on the next page, will be received for approval at the Annual General Meeting.

**4.2 BHVC Accounts for year ending 31st December 2022**

|               |                                 |              |               |              |
|---------------|---------------------------------|--------------|---------------|--------------|
| 2021          |                                 | £            | £             | £            |
|               | INCOME                          | Restricted   | Unrestricted  | Total        |
| 2,000         | Grants                          | 1,300        |               | 1,300        |
| 976           | Donations                       | 20           | 1,531         | 1,551        |
| 3,694         | Sales                           |              | 3,675         | 3,675        |
| 15            | Gift Aid Refund                 | 196          |               | 196          |
| <u>6,685</u>  |                                 | <u>1,516</u> | <u>5,206</u>  | <u>6,722</u> |
|               | EXPENDITURE                     | Restricted   | Unrestricted  | Total        |
| 131           | Admin                           |              | 6             | 6            |
| 143           | Equipment/Materials             |              | 236           | 235          |
| 41            | Events                          |              | 367           | 368          |
| 49            | Publicity                       |              | 6             | 6            |
| 132           | Museum Collection               |              | 322           | 322          |
| 621           | Overheads                       |              | 278           | 278          |
| 0             | Repairs & Maintenance           |              | 331           | 331          |
| 1,454         | Shop stock                      |              | 2,233         | 2,233        |
| 110           | Subscriptions                   |              | 140           | 140          |
| 155           | Volunteer support & training    |              | 113           | 113          |
| 48            | Other                           |              | 0             | 0            |
| 0             | Covid                           | 257          |               | 257          |
| 1,113         | Walking festival                | 15           |               | 15           |
| <u>3,997</u>  |                                 | <u>272</u>   | <u>4,032</u>  | <u>4,304</u> |
| 2,688         | Net Income                      | 1,244        | 1,174         | 2,418        |
| 3,181         | Assets minus depreciation (20%) |              | 2,545         | 636          |
| 11,811        | Balances - Bank                 |              | 14,147        |              |
| 77            | Balance with Paypal             |              | 7             |              |
| 60            | Cash in hand                    |              | 17            | 14,171       |
| 0             | Money owed to BHVC              |              | 195           |              |
| 2,218         | Stock                           |              | 2,002         |              |
| <u>17,347</u> | Total Assets                    |              | <u>18,913</u> |              |

Note: Stock of 128 Church leaflets written down in value from 2.10 each to 1.00 each = £141

4.3 Examiner's Report



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A Independent Examiner's Report**

**Report to the trustees/  
members of** Charity Name  
Bampton Heritage and Visitor Centre

**On accounts for the year  
ended** 31 December 2022 **Charity no  
(if any)** 1156194

**Set out on pages** 7-8 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

**Signed:** [Signature] **Date:** 11 FEBRUARY 2023

**Name:** G. C. GIBBLESTONE

**Relevant professional  
qualification(s) or body  
(if any):** N/A

**Address:** 7 ASHLEIGH PARK, BAMPTON, EX16 9LF

## 5. Curator's Report - Dr Ken J. Mills, Curator and Trustee



The major development has been the acquisition of a safe and dry store for much of our material, thanks to the assistance of the Trustees of Riverside Hall. The old rifle club room has been repainted and is now already full! All our more delicate material has been placed there. Our thanks to Judi Thomas, who loaned her garage for temporary storage, and, especially, to Colin Williams and Liz Redfern, who stored the material for some time and donated excellent storage racks. The balance of the material is in a barn at a local farm – our thanks to the owner for allowing us to use the space. The barn is unheated and not very secure, but at least dry.

Much work has been done following the acquisition of a computer and much paper material from the relatives of the deceased historian Tom McManamon. The contents of his broken computer have been rescued and transferred to the Curator's computer, where they can be searched - over 110,000 files in over 11,000 folders! The slide collection has been rationalized and stored. Work has started on cataloguing some of the boxes of papers, thanks to Elise Collins, who has archiving qualifications. To date about three-quarters of a box have been catalogued – 549 separate entries to date. Work continues. Boxes of maps (all copies), archaeological specimens and a collection of 44 computer discs and two USB storage devices have been catalogued.



*Figure 3 - The Station Master's hat from 1960 - just one of the many artefacts we have*

The Beryl Fothergill (midwife) exhibit was replaced by an extensive railway exhibit – to coincide with the model railway exhibit in November. A Bampton in Bloom exhibit was also displayed in the summer. Numerous collections of old photographs were displayed when the street stalls operated on Saturday mornings.

Among the many acquisitions was a 16<sup>th</sup> Century Court roll purchased with BHVC help by the South West Heritage Trust (Devon Records Office). Despite searches no local person could be identified who could transcribe the very particular mixture of Latin and medieval legal script. We seek funding for the £120 that this will cost. Other acquisitions include:

- a collection of papers and photos and a valuable history of the Escott family who owned bakeries, Barnhay house and New Buildings at one time. 1
- the reminiscences of Donald Gould, who grew up in Bampton in the early 20<sup>th</sup> Century and worked at Scotts Quarry for much of his life, tell us much about Bampton from 1900 until 1960.
- a large collection of cups and plaques won by Bampton in Bloom and a number of other donations.

Curator’s Notes #’s 9 – 15 were published in Signpost – some of them resulted in correspondence about the items described.

Over the year, I have represented BHVC on the Devon Museums Group, a useful source of information and support.

I would thank my fellow Trustees and my wife, Wendy, for their support throughout the year.

## 6. Publicity and Social Media – Marian Girling, Trustee



We have had great success this year publicising our events, merchandise and the Centre itself. Using more publications, websites that offer free publicity and social media we have been able to reach more people in a much wider area.

Expanding our Social Media profile has been very successful. Our Facebook page is now widely followed, with 800 followers from as far away as New Zealand and the USA. Last year we also set up an Instagram account with now has nearly 300 followers. Reaching more people and giving them a chance to comment on our posts too and we do get a good response from our followers.

Our online presence is here:

Website: Part of Bampton’s website <http://www.bampton.org.uk/BHVC/>

Facebook: Our Facebook page is Bampton Heritage & Visitor Centre at <https://www.facebook.com/bamptonheritage>

Instagram: @bamptonheritagecentre <https://www.instagram.com/bamptonheritagecentre/>



Figure 4 - The BHVC Facebook Page

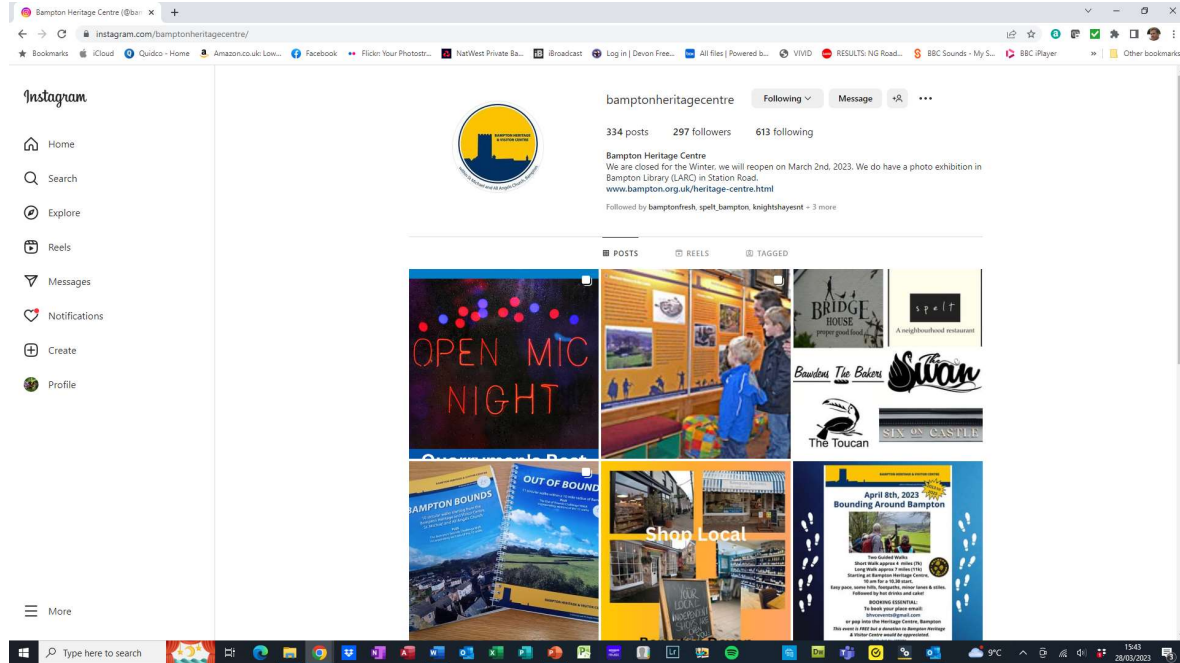


Figure 5 - The BHVC Instagram Page

## 7. Key Events during 2022

### 7.1 Launch of Walkers of Welcome (WaW) status for Bampton

Following the success of the original steering group in achieving the WaW status for the town, BHVC took over management of the scheme. We had our inaugural walk in August with an enthusiastic group of walkers taking routes around our great countryside. WaW status is important for Bampton, being a key part of our attraction as a visitor destination. We have so many great local walks and walkers can spend a weekend or longer exploring the routes and footpaths on offer. This boosts the economy for the whole town – accommodation providers, eateries, and shops.



Figure 6 - Our first Walkers are Welcome event

### 7.2 Heritage Open Days

We had a wonderful exhibition of a working model of Bampton station and its surrounds, created by railway modellers from Liverpool. Chris Hewitt brought the model to Bampton in the back of a transit van and expertly assembled the kit – with the help of some of our local railway enthusiasts – in the Community Hall. The event was a tremendous success, attracting over 400 visitors over 3 days. We welcomed visitors who drank tea and ate cake,



Figure 7 - Bampton Station Model and Model Railway

bringing it to us.

### 7.3 Tom McManamon Heritage Talk

Following the sad loss of our great friend Tom in 2021, we established our annual heritage talk in memory of Tom. Our inaugural Tom Talk was held in October 2022, with From Legs to Wheels, a history of transport and routes researched and delivered by Andy Macdonald. Andy's talk was both entertaining and enlightening.

### 7.4 Michael Browning

In 2022 we lost one of our founder Trustees. Mike Browning was one of the original 4 people who came together to explore the concept of a heritage centre for Bampton, and who applied for the funding to start the project. Mike brought great skill and years of professional experience to the group, resulting in the achievement of our original funding and inception of the project.



Figure 8 - Tom McManamon Heritage Talk

## 8. Future Plans – 2023 and Beyond

### 8.1 10<sup>th</sup> Anniversary Year

2023 is our 10<sup>th</sup> anniversary year and we have planned 10 events to celebrate our first 10 years. Events will happen throughout the year, seeing us take activities out and about to connect with our community and attract visitors to Bampton. In the autumn we will have a day-long celebration for our whole community to join us in marking this important milestone.

### 8.2 Renewal of our license with St Michael's and All Angels church

We will renegotiate our license with the PCC. This is a very important milestone in our existence to take us into our next 10 years.

bought goods from our event shop and gave generous donations. One of the most enjoyable and satisfying aspects of the event was the chat between residents and former residents who came together to reminisce and share their stories of catching the train to school, work and to shop. We heard of where people left their bikes, caught the train, just making it by the skin of their teeth. A great event and our thanks go to Chris for his dedication in building such an amazingly accurate model and

### **8.3 Review of town walks with new themed walks**

We are reviewing our main town walk and also developing some new themed walks – a railway walk, a buildings walk, a family quiz walk and others. We always need new walk leaders so if a theme attracts you, let us know.

### **8.4 Farm history project with Bampton Scouts**

We have some extensive knowledge of and information on the history and stories of our main town. We will continue to build on this part of our collection, but we are very aware that we lack similar knowledge of the farms that surround the town. Our farms and the families that work the land are part of our community story. We will be working with Bampton Scouts on a farm history project. Our volunteers, with scouts and a scout leader will visit 4 farms who have accepted an invitation from the Scouts to take part in this project. The Scouts will record the stories of these farms and families and display their findings at the end of the year. We will gain an important addition to our collection, the farming families will share their stories and the Scouts will gain some hard-earned badges – great outcomes for all involved.

### **8.5 Trustee and volunteer recruitment**

Whilst we recruited some new volunteers during the year, we also lost some and we lost a Trustee. We are advertising for volunteers and Trustees in Bampton but also further afield, including Petroc, Tiverton High School and Blundells. Please encourage any friends or other people you know who might be interested to get in touch with us to find out more.

### **8.6 Our Digital Archive**

Our collection is growing, and we have a responsibility for the care and maintenance of every item in our collection. Part of that responsibility is to record every item. This record is managed by Ken, our Curator, and is in the form of a word document. This record is backed up and stored securely as a necessary safeguard. Following research, we have identified a nationally recommended digital software package (Modes Compact) which we now have the funds to buy. Funding came from Bampton Jubilee funds, Exmoor Rotary Club and an anonymous donor. We will be purchasing the software and training to make a start on digitization. We will use the information we collect from the farm history project as a trial run.

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---



2021

Bampton Heritage & Visitor Centre

8<sup>th</sup> Annual Report.



## CHAIRMAN'S INTRODUCTION by Liz Redfern CBE

This is the second consecutive year that the Heritage and Visitor Centre has been affected by Covid 19. But nevertheless, we have continued to look forward with creativity and success as this 2021 report shows.



Let me briefly outline some of our achievements that you will find described in the report. We

- published our second walks book '*Out of Bounds*' – taking walkers out and about in the countryside around Bampton
- have developed a new 5-year strategy and have started to implement it
- participated in a national Heritage Week scheme for the first time
- launched a short new film 'Bampton in Deep Time' exploring the geology of Bampton and what evidence of that is still visible in the town
- led a guided walks event on August BH Monday, as part of a Bampton community event
- started to have regular BHVC stalls in Brook St selling our Bampton themed items, as well as displaying photographs of time gone by
- launched a new range of Bampton themed shop goods, many of which are made locally
- started a bid for Bampton to become a Walkers are Welcome town  
.....and much more

Of course, none of this would be possible without an energetic and committed group of Trustees who are brimming with ideas, ably supported by our team of volunteer visitor hosts. We also get exceptional help from our volunteer Humphrey Berridge who maintains the website, films and produces the short videos and deals with whatever challenge we throw at him with good humour and pragmatism.

The support of the wider community has been crucial too. A huge thank you to Alan Loftus at Bampton Game for selling our Bampton themed items and walking books throughout the year and The Bridge House for signposting people to us and selling mugs and books.

The Treasurers report shows that we are in a stable financial position, despite a reduction in visitor numbers and therefore donations. This is due in no small part to the popularity of the new shop stock and the Government Covid recovery grant received via MDDC.

We were saddened to hear of the deaths of two of our longest supporters, Russ Davies and Tom McManoman aka TJ Francis. Russ lived in the USA, but was brilliant at family history research, helping us answer enquiries on many occasions. Tom wrote the 4 history books of Bampton as TJ Francis. He had been involved from the outset and was incredibly responsive to any historical questions we might ask.

Of course, we could not carry on without the support of the Rev Kevin Chandra, the two church wardens, Sue Leach and Tony Mount and the PCC. Thank you so much for all that you do.

I have thoroughly enjoyed being Chairman during 2021. My term of office as a Trustee ends at the AGM and after 8 years as a Trustee I have decided to retire.

## **TREASURER'S REPORT by Rachel Macdonald**

### **FINANCIAL YEAR JANUARY TO DECEMBER 2021**

I am pleased to draw your attention to the continuing healthy financial position of the Bampton Heritage and Visitor Centre, despite the ongoing challenges of the Covid pandemic. BHVC thanks our Independent Examiner, Geoff Girdlestone, for his time, help and guidance.

The formal accounts are presented in a straightforward format that demonstrates that the Trustees act honestly and responsibly in handling BHVC funds. The accounts are divided into two sources of revenue – Restricted and Unrestricted.

**Restricted funds** are grants or donations only to be used for the purpose for which they are given. £1,793 was carried forward from 2020. In 2021 BHVC was awarded 4 grants totalling £2,000. Expenditure on projects such as the walking books and events, brochures and COVID controls came to £2,113.

**Unrestricted funds** are the monies raised by BHVC Volunteers through activities such as shop and stall sales, town trails, events etc. Opportunities to raise money in this way have been scarce this year, with BHVC being closed for several months. This has also affected donations from visitors. We again send our heartfelt thanks to Bampton Game who continue to sell shop stock on our behalf. 2020 saw the launch of a programme of pop-up stalls in Brook Street, running almost weekly prior to Christmas. A new range of stock, including Christmas and greetings cards and hampers, was launched at the Bampton Fair. **Unrestricted Income totalled £4,685**

BHVC has had to expend money in order to achieve the above-mentioned income and to meet its overhead and running liabilities.

**Unrestricted expenditure totalled £1,884**

By taking the total unrestricted expenditure away from the total unrestricted income of and adding in our stock holding we see that this year BHVC made a gross surplus of £2,688.

The **balances** at year end 31 December 2021 show that total holdings of cash in hand or at the bank (restricted and unrestricted) stood at £11,984, whilst stock was valued at £2,218. Assets have depreciated by £795. This stable financial position is due to hard work by Trustees and Volunteers, and the support from local business and members of the community - all of whom have played key roles in keeping the Centre viable in these challenging times.

In recognition of the stable financial position, the Trustees will review and agree the **2022 Reserves Policy**. This policy lays out what BHVC will do with money it has. To be prudent we need to continue to keep reserves in the bank to insure us against hard times, but we do not wish to build up large reserves of cash when there is so much we can do to keep BHVC vibrant and alive. With this in mind, a draft budget will be set for 2022 and will be updated throughout the year in line with the **reserves policy**. Both these documents, along with the **draft examined accounts** shown on the next page, will be received for approval at the AGM.

**BAMPTON HERITAGE & VISITOR CENTRE**

Accounts for year ending 31st December 2021

**INCOME**

| <b>2020</b>  |                 | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
|--------------|-----------------|-------------------|---------------------|--------------|
|              |                 | <b>£</b>          | <b>£</b>            | <b>£</b>     |
| 3,150        | Grants          | 2,000             | 0                   | 2,000        |
| 191          | Donations       | 0                 | 841                 | 841          |
| 2,078        | Sales           | 0                 | 3,694               | 3,694        |
| 28           | Town Trails     | 0                 | 135                 | 135          |
| 0            | Fundraising     | 0                 | 0                   | 0            |
| 233          | Other income    | 0                 | 0                   | 0            |
| 169          | Gift Aid Refund | 0                 | 15                  | 15           |
| <b>5,849</b> |                 | <b>2,000</b>      | <b>4,685</b>        | <b>6,685</b> |

**EXPENDITURE****Routine**

|              |                              |              |              |              |
|--------------|------------------------------|--------------|--------------|--------------|
| 2,018        | Shop stock                   | 1,000        | 454          | 1,454        |
| 0            | Repairs & Maintenance        | 0            | 0            | 0            |
| 445          | Overheads                    | 0            | 621          | 621          |
| 42           | Admin                        | 0            | 131          | 131          |
| 153          | Subscriptions                | 0            | 110          | 110          |
| 114          | Volunteer support & training | 0            | 155          | 155          |
| 112          | Marketing                    | 0            | 49           | 49           |
| 93           | Equipment/Materials          | 0            | 143          | 143          |
| 0            | Events                       | 0            | 41           | 41           |
| 102          | Museum Collection            | 0            | 132          | 132          |
| 0            | Other                        | 0            | 48           | 48           |
|              | <b>Restricted</b>            | 0            | 0            | 0            |
| 522          | Building Project             | 0            | 0            | 0            |
| 485          | Covid                        | 0            | 0            | 0            |
| 350          | Walking book                 | 0            | 0            | 0            |
| 0            | Walking festival             | 1,113        | 0            | 1,113        |
| <b>4,436</b> |                              | <b>2,113</b> | <b>1,884</b> | <b>3,997</b> |

|              |                   |             |              |              |
|--------------|-------------------|-------------|--------------|--------------|
| <b>1,413</b> | <b>Net Income</b> | <b>-113</b> | <b>2,801</b> | <b>2,688</b> |
|--------------|-------------------|-------------|--------------|--------------|

|               |                                 |               |
|---------------|---------------------------------|---------------|
| 9,138         | Balances - Bank                 | 11,811        |
| 61            | Balance with Paypal             | 77            |
| 31            | Petty Cash at Centre            | 30            |
| 30            | Cash in hand                    | 30            |
| 0             | Unpresented cheques             | 0             |
| 3,976         | Assets minus depreciation (20%) | 3,181         |
| 2,559         | Stock                           | 2,218         |
| <b>15,795</b> | <b>Total Assets</b>             | <b>17,347</b> |



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A Independent Examiner's Report**

Report to the trustees/  
members of BANPTON HERITAGE & VISITOR CENTRE

On accounts for the year ended DEC 2021 Charity no (if any) 1156194

Set out on pages 3, 4 & 5 (refer to the page numbers of attached sheets)

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

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed: [Signature] Date: 09/02/2022

Name: CF. GIRDLESTONE

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

Address: 7 ASHLEIGH PARK, BANPTON, EX16 9LF.

### CENTRE ACTIVITY

Our volunteers have overseen a reduced amount of visitor activity because of the two periods of Covid 19 lockdown closure requirements, as can be seen in the table below.

We were closed Jan – May 21<sup>st</sup> and from December 23<sup>rd</sup> – 31<sup>st</sup>. This has led to a decline in donations, as you can see in the accounts.

|                  | VISITOR NUMBERS |             |            |            | TOWN TRAIL NUMBERS |           |           |           |
|------------------|-----------------|-------------|------------|------------|--------------------|-----------|-----------|-----------|
|                  | 2018            | 2019        | 2020       | 2021       | 2018               | 2019      | 2020      | 2021      |
| <b>JANUARY</b>   | 37              | 52          | 62         | closed     |                    | 5         |           |           |
| <b>FEBRUARY</b>  | 59              | 104         | 76         | closed     |                    | 6         |           |           |
| <b>MARCH</b>     | 65              | 105         | 42         | closed     |                    | 5         | 7         |           |
| <b>APRIL</b>     | 177             | 93          | closed     | closed     |                    | 11        |           |           |
| <b>MAY</b>       | 180             | 231         | closed     | 23         |                    | 27        |           |           |
| <b>JUNE</b>      | 186             | 119         | closed     | 57         | 8                  | 10        |           |           |
| <b>JULY</b>      | 183             | 180         | closed     | 112        |                    | 5         |           |           |
| <b>AUGUST</b>    | 226             | 235         | 32         | 231*       |                    | 2         |           |           |
| <b>SEPTEMBER</b> | 163             | 146         | 8          | 196*       | 14                 | 4         | 8         | 12        |
| <b>OCTOBER</b>   | 99              | 248         | 13         | 79         | 9                  | 3         |           |           |
| <b>NOVEMBER</b>  | 141             | 60          | closed     | 44         | 5                  | 0         |           |           |
| <b>DECEMBER</b>  | 72              | 32          | closed     | 22         | 4                  | 6         |           | 4         |
| <b>TOTAL</b>     | <b>1551</b>     | <b>1605</b> | <b>233</b> | <b>764</b> | <b>40</b>          | <b>84</b> | <b>15</b> | <b>16</b> |

August \* – numbers boosted by the August Bank Holiday community day and guided walk  
 September\* – the numbers boosted by the Open Heritage Week



## THE VOLUNTEERS by Alison Brooker, Volunteer Coordinator

As a volunteer run organisation, the volunteers are vital to our success and with their support we have kept the centre open two days a week over the past year, when Covid 19 restrictions allowed. We have been delighted to welcome back some volunteers who felt safe to return after the risk of Covid reduced, but we have lost others for a variety of reasons. We have now sadly reached a stage where our volunteer numbers are at their lowest since we opened in 2013. Trustees have covered many of the sessions to keep the centre open, but that is not a situation we can maintain long term.

Improving the volunteer experience; recruitment and retention is a strategic workstream and this has led us to re-think how we keep in touch with volunteers.

As soon as we were able to meet again as a group, we started running small social get-togethers within the church giving volunteers an opportunity to meet up and hear about our plans for the centre and contribute their ideas. These have been successful and a valuable opportunity to strengthen the volunteer social network. We plan to continue these sessions during 2022, opening them up to the wider Bampton community, with guest speakers and displays of exhibits from our archive. This will give us the chance to bring the Heritage Centre to the community and, hopefully, attract new volunteers.

Thank you to those volunteers who have worked alongside the volunteer Trustees in 2021

|                 |                   |
|-----------------|-------------------|
| Andy Macdonald  | Penny Purcell     |
| David Whiteway  | Annette Penwill   |
| Derek Webster   | Jane Wilson       |
| Lavender Borden | Marian Girling    |
| Mary Tucker     | Colin Wellard     |
| Paul Edwards    | Peter Freeman     |
| Simon Bartlett  | Chris Holdom      |
| Tricia Summers  | Jenny Mew         |
| Wendy Mills     | Tony Trigg        |
| Rosie Thornton  | Humphrey Berridge |



*Volunteers Marian and Penny on our stall at Bampton Fair*



*Volunteers attending a session about the new website*

## **CURATOR'S REPORT by Dr Ken Mills, Curator Trustee**

The main task of the year has been the incorporation of all the items donated by Jonathan Hill into the collection. You will recall that late last year we were donated these items from what was once the Bampton Museum. The collection has been organised into several divisions:

- Bampton in Bloom
- Bampton Town Council (including Motte & Bailey, Higher Kiln Dump)
- The Chown Collection (This is now on loan to Exeter University where a Research Associate is sorting and cataloguing this unique collection)
- Commerce
- Dodds (a collection from the old pharmacist)
- Education
- Events
- Bampton Fair
- Miscellaneous
- Old (in general pre-1970)
- Photographs / DVD's
- Railway

Items that are relevant to Bampton Players and the Bampton Society have been deposited within their own separate archives.

Of course, many items sit under more than one of these classifications – a programme is under way to identify the best way of digitising the collection and creating an on-line catalogue accessible to all, that can be cross-referenced. This is part of our strategic plan.

A new exhibit was made relating to Beryl Fothergill who was the village midwife in the 1950's. This will be replaced, perhaps by a small exhibit of Bampton's dairies. The leather industry exhibit has been taken down and will eventually be replaced by an exhibit relating to local churches.

The death of our local historian, Tom McManamon (also known as the author of booklets under the T.J. Francis name) has resulted in yet another gift of a large quantity of papers, colour slides, maps, a small box of archaeological items and his computer, which holds a very large number of files. This has been very roughly sorted into six boxes, which will take many months, if not years, to catalogue! We have also received several other individual donations throughout the year.

Due to the death of the owner, we were forced to close a storage space, but, thanks to the generosity of another local farm owner a new store has been found for some items. Thanks also to a local business we have found a space to store some of the more fragile items, but it is already full!

We really do need to find a permanent place to store our collection.

Throughout the year I represented BHVC on the Devon Museums network, which is useful source of information and support.

## **'Looking forward' Our 5-year strategy 2021-26 by Liz Redfern**

Bampton Heritage and Visitor has always been forward looking with a plan to develop and grow. Our first 5-year strategy ran from 2018 - 2023, but as we had achieved its objectives early, it was important to refresh it for the next 5 years.

We ran several events with volunteers and other interested stakeholders, such as the Church and Bampton Town Council in early 2021 to share thinking and generate ideas for the future.

The national and local context we are working in has changed rapidly since we opened in 2013 and our discussions took account of the following issues

- Charitable giving down nationally
- Continued Covid 19 restrictions on population movement and confidence
- Covid leading to more staycations in Devon and Cornwall
- Winning back volunteers and recruiting new ones
- Improving the volunteer and visitor experience and our offer to them
- External visibility/profile - extend the use of digital means to make our history, visitor attractiveness, collections etc. available to everyone
- Needing to increase our visibility/profile in the town beyond the church walls

The group discussions, research into what other visitor centres and museums were doing and our creativity led us to identify 8 strategic themes to take forward over the next 5 years

1. Volunteer recruitment and retention
2. Website improvements
3. External signage/info/profile
4. Centre experience for visitors and volunteers
5. BHVC out and about in the town
6. Publicity and wider profile
7. Digitising the collection
8. Finance

Each of these are a stream of work, led by a Trustee with detailed plans behind them. We have already made progress in delivering several actions from the plan, for example

- Improving the website and having a dedicated area for volunteers to access resources
- Taking BHVC stalls out into Brook St
- Planning the digitizing the collection in detail and sourcing suitable software
- Identifying ways to redesign the area we occupy in the church
- Re-thinking our shop stock and the visitor offer

### An illustrated sample of our activities during 2021

#### Regular street stalls in Brook St

One of our strategic actions is to take the Centre out into the town. The main aims of these displays and stalls are to:

- alert residents and visitors to the existence of the BHVC and to direct them to the Centre in the Church.
- exhibit some historical material related to Bampton. This COVID year that has been archive photographic material displayed on boards.
- display the array of free and for purchase leaflets and books we publish.

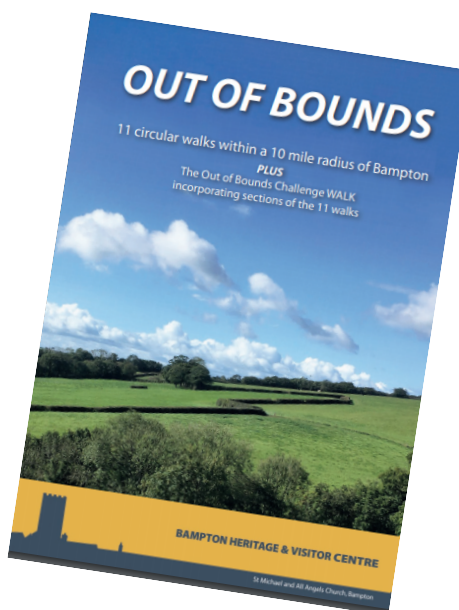
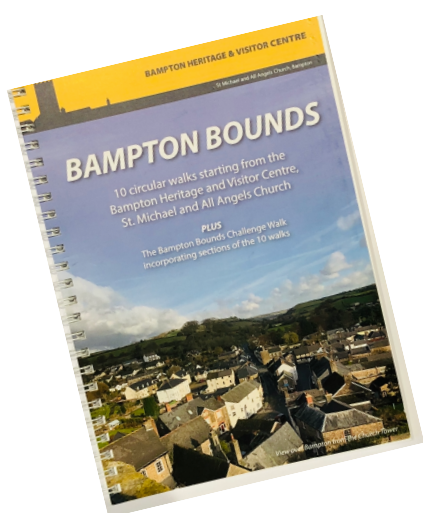


All three of these aims have been met and not only has the programme been successful in attracting interest, but there have also been substantial sales of historical and walking books as well as our Bampton themed souvenir items.

Many thanks to Alison Brooker for making the very striking table cover you can see in the photograph and to Wendy Boothroyd and Ken Mills for hosting the stalls.

**Out of Bounds – the publication of this sister book to Bampton Bounds has been a great success.**

Special thanks to Wendy Boothroyd and Rachel Macdonald who masterminded the whole thing and to the host of people who helped test out the walks.



## Community walking Event on August Bank Holiday

We were disappointed to have to postpone plans for our first walking festival two-day event, because of the pandemic. However, we took advantage of a community event to host two guided walks on August bank holiday and welcomed 16 participants.

Everyone thoroughly enjoyed the experience, and its success has inspired us to plan more one day events during 2022.

Thanks to the walk leaders, Wendy Boothroyd, Andy and Rachel Macdonald and Ken and Wendy Mills. Also, thanks to Marian Girling for providing administrative support for the event.

## Heritage Open Week

This is the first year we have participated in this national scheme, and it was a great success. We used the opportunity to display the results of the 'Our Buildings' project.

The 'Our Buildings' project researched the architectural and social history of several buildings in Bampton.

Over 100 people visited the exhibition. We plan to participate in the Heritage Open Week next year and display the railway model of Bampton station along other Bampton railway artefacts and memorabilia.

## Bampton in Deep Time



A new video 'Bampton in Deep Time' was launched in January 2021.

A history of Bampton in Devon like no other – this one starts 500 million years ago! The video follows local geological guru Hugh Saxby on a walk around the town, looking at rocks and stones in the buildings, and telling their story through millions of years. A huge thanks to Hugh for his enthusiasm and expertise in writing this film and to Humphrey Berridge for the filming, editing and production



### New Stock Shop

Two Trustees, Alison and Rachel, worked extensively to source new shop stock from local producers to refresh our shop offer to visitors.

All in place for Bampton Fair and Christmas the hampers and local greetings cards proved very popular and brought in some much-needed income.

Thanks to Jon Walker - Morecroft for permission to use his photographs for the cards.

### Bampton Station comes to life in miniature



The Liverpool Railwaymodellers Club are making a working model of Bampton Station!

They got in touch via Facebook and have been keeping us updated with photos of their progress. It had its world premiere at the Barrow in Furness Railway Model exhibition in October.

Chris Hewitt visited Bampton and met with Liz and Judi, to see the Centre and the real-life buildings featured in the model. He brought some of the model buildings with him and we were astounded at the level of and attention to detail. The model will be exhibited in Bampton during 2022.



*Chris Hewitt with Liz Redfern and Judi Thomas*

## **GOVERNANCE of the Charity by Liz Redfern**

The Charity is governed by Trustees who set the strategy for the Centre, run it on a day-to-day basis, coordinate volunteer recruitment and training and ensure the effective use of resources. They operate using a standard Charity Commission constitution and submit accounts and reports to them annually.

The Trustees meet on a regular basis, with agendas and minutes. During 2021 this has been monthly and a mix of face to face and zoom meetings. In between meetings much of the on - going business is conducted through email correspondence and decision making on minor issues. This leaves the face-to-face meetings for substantial items that need further discussion and decisions.

Volunteers are invited to join the meeting by request and agendas are circulated beforehand. Following each meeting a Newsletter is sent to all volunteers to update them on decisions from the meeting and other relevant information, to keep them informed.

Since 2016 Trustees have been elected from the members of the volunteer group. Our election process established in 2015/16 introduced the principle of 3 Trustees standing down in each of the first two years to provide continuity at the same time as the opportunity to introduce new Trustees. The normal term of office for the elected trustees will be 3 years and they will then be eligible to stand again.

The AGM took place on the 2<sup>nd</sup> March 2021 and confirmed the following 7 Trustees. The Trustees then confirmed the officer posts at their first meeting following the AGM:

- Katrina Munro (Chair) – re- elected 2020 for 3 years – 2023, stood down as Chair in November, but remains as Trustee. Resigned as Trustee in January 2021.
- Judi Thomas (Secretary) – re- elected 2019 for 3 years - 2022
- Rachel Macdonald (Treasurer) – elected 2019 for 3 years - 2022
- Ken Mills – re-elected 2020 for 3 years - 2023
- Liz Redfern - re- elected 2019 for 3 years – 2022 – elected Vice Chair November 2020. Elected as Chair in December 2020.
- Wendy Boothroyd – elected 2018 for 3 years – 2021
- Alison Brooker – elected 2020 for 3 years - 2023

The Trustees eligible for re-election in 2022 are Judi Thomas, Rachel Macdonald and Liz Redfern.

**BAMPTON HERITAGE AND VISITOR CENTRE**

England & Wales - Charity number 1156194

---

# Accounts

---

2020

Bampton Heritage & Visitor Centre

7<sup>th</sup> Annual Report.



## CHAIRMAN'S INTRODUCTION and REPORT by Katrina Munro

This has been a difficult year for organisations such as ours, because of the Covid 19 pandemic. However, I am delighted that we have plenty of good work to include in this annual report in spite of long periods of closure. Trustees have been meeting regularly via Zoom and the amount of work going on behind the scenes has been quite incredible.



Katrina Munro

In March, we developed a Covid19 Recovery Plan having identified the need to continue to keep up the profile of Bampton, our organisation and the relationship with our volunteers and the local community. The hard work and enthusiasm of the trustees and volunteers have ensured that we were able to open safely when allowed to do so under government restrictions.

In February 2020, we published Bampton Bounds – a book of circular walks. We had been fortunate to receive some funding to help with the publishing costs but the hard work, walking and research was done by trustees Wendy Boothroyd and Rachel MacDonald to whom we are all very grateful. Sales of the book during 2020 have exceeded all expectations and we have also been able to support the community through lockdown by sharing several short walks around the town through the Signpost magazine.

Behind the scenes, we have been working hard planning a series of events for 2021 to attract visitors and keep Bampton walking. This comprises the publication of another new walking book (Bampton Out of Bounds), publicity material for the town and a series of walking related events. These will all help to promote the town to the wider public, support the local economy and continue our close relationship with residents, other voluntary groups and businesses. Three successful funding applications have now positioned us ready to work on delivering these outcomes during 2021.

Adding new retail stock lines this year, such as the Bampton Bounds book and new design Bampton mug, has kept our sales of items healthy and provides material that raises awareness of Bampton whilst also making money to contribute to our overheads and the continued viability of the Centre.

My personal thanks to Trustees Liz Redfern (Vice Chair), Judi Thomas (secretary), Rachel Macdonald (treasurer), Ken Mills (curator), Wendy Boothroyd and Alison Brooker and all our volunteers for their continued support throughout the year. Humphrey Berridge has also continued to support our work through his management of the website and hard work behind the scenes with cataloguing and film production. Our supporters Tom McManamon and Russ Davies have continued to lend their expertise with family and local history enquiries. The support and understanding of Rev Kevin Chandra and Church Wardens Sue Leach and Tony Mount, has continued to be invaluable in the co-existence of the Centre within St Michaels and All Angels Church.

I resigned as Chair in late November due to an impending house move out of the area and am delighted to pass the reigns to Liz Redfern who I know will lead the organisation with great enthusiasm and wisdom into 2021 and beyond. It has been an honour and rewarding experience to have been Chair of this wonderful volunteer group since 2012. The generous support, friendship and enthusiasm of all the volunteers and trustees has been heart warming. I am immensely proud of all that we have achieved and the service we provide to Bampton.

## **OUR VOLUNTEERS from Judi Thomas and Alison Brooker**

We all choose to volunteer our time in different ways, but there is clear evidence of the benefit of giving time to help others. Volunteering can boost our mental health, increase our sense of worth, keep us connected with others, give us a routine. Our volunteers work hard to ensure that we meet our aim of sharing Bampton's rich heritage and no one could have imagined that Spring 2020 would see a global pandemic that affected all of us in so many ways. This has probably been the most challenging year for our volunteers so far.

During lockdown periods connecting with others is severely restricted and the Trustees believed that keeping in touch with our volunteers was vital. Early in the first lockdown we rang and spoke to every volunteer as a check in and for reassurance that we would keep in touch. Everyone appreciated this personal contact. We established a fortnightly newsletter which was circulated to all volunteers. The newsletter kept volunteers up to date with the Covid 19 re-opening work as well as items of heritage and general interest.

Given the average age profile of our volunteers and the continuing uncertainty, we knew that the risk of Covid19 to health was greater and fully expected that not all volunteers would want to return immediately, or at all, to the shift rota. We said farewell to 3 volunteers who took this opportunity to step down permanently with 3 others stepping down until things are more settled. We trained 7 volunteers in our new Covid 19 secure systems and opened again on 18 August with everyone feeling as safe as was possible. The cleaning checklist worked well, and visitors all complied with hand sanitising, keeping to the one way system and social distancing. Volunteers ensured any visitor had a good experience as generous visitors' donations and comments in the Visitor Book show.

The second period of lockdown was frustrating, stopping us in our tracks but contact was maintained with newsletters. We value and care about all our volunteers as part of our Heritage Centre family.

## **IMPACT of Covid 19 and our response – from Liz Redfern**

The volunteer section above already refers to some of the ways we coped with the enforced closure period from 23 March until we could re-open safely on the 18 August. Part of the challenge was navigating the Government regulations to take account of the fact we were a visitor/museum attraction which operated within a Church environment. Both settings were considered differently within the guidance. However, whilst always wanting to work within the rules our prime consideration was our volunteers and whether we could find a way to keep them safe at the same time as providing a meaningful visitor experience. We also had to ensure that Reverend Chandra and the Churchwardens were content that the use of the church by



*Closed and covered up*

BHVC did not interrupt the opportunity for the congregation to use the space in whatever way was allowed.

A Covid 19 Task and Finish group of 3 Trustees was established to work through all the implications of opening in line with Government Guidance and Regulations. Whilst it was a complex and detailed task, it did provide the opportunity to re-design some of the ways we worked within the Centre which will be permanent positive changes fit for the future. Examples of these includes the way we display our visitor leaflets and books and the use of contactless payment systems for sales and donations.

The Centre did re-open on 18 August on Saturday mornings only. These shortened opening hours ensured we were able to regularly open with our Covid19 trained volunteers working in pairs on each shift. This continued with a good number of visitors until we were forced to close again at the end of October for the remainder of 2020.



*New entry sign*

## CENTRE ACTIVITY

Our volunteers have overseen a reduced amount of visitor activity because of the two periods of Covid 19 lockdown closure requirements, as can be seen in the table below.

The months with no visitors at all are when we were closed. This has led to a decline in donations, as you will see in the following pages and the accounts.

|                  | VISITOR NUMBERS |             |            | TOWN TRAIL NUMBERS |           |      |
|------------------|-----------------|-------------|------------|--------------------|-----------|------|
|                  | 2018            | 2019        | 2020       | 2018               | 2019      | 2020 |
| <b>JANUARY</b>   | 37              | 52          | 62         |                    | 5         |      |
| <b>FEBRUARY</b>  | 59              | 104         | 76         |                    | 6         |      |
| <b>MARCH</b>     | 65              | 105         | 42         |                    | 5         | 7    |
| <b>APRIL</b>     | 177             | 93          | 0          |                    | 11        |      |
| <b>MAY</b>       | 180             | 231         | 0          |                    | 27        |      |
| <b>JUNE</b>      | 186             | 119         | 0          | 8                  | 10        |      |
| <b>JULY</b>      | 183             | 180         | 0          |                    | 5         |      |
| <b>AUGUST</b>    | 226             | 235         | 32         |                    | 2         |      |
| <b>SEPTEMBER</b> | 163             | 146         | 8          | 14                 | 4         | 8    |
| <b>OCTOBER</b>   | 99              | 248         | 13         | 9                  | 3         |      |
| <b>NOVEMBER</b>  | 141             | 60          | 0          | 5                  | 0         |      |
| <b>DECEMBER</b>  | 72              | 32          | 0          | 4                  | 6         |      |
| <b>TOTAL</b>     | <b>1551</b>     | <b>1605</b> | <b>233</b> | <b>40</b>          | <b>84</b> |      |

## **TREASURER'S REPORT FOR FINANCIAL YEAR JANUARY TO DECEMBER 2020 from Rachel Macdonald**

I am pleased to draw your attention to the continuing healthy financial position of Bampton Heritage and Visitor Centre, despite one of the most challenging years since inception.

BHVC thanks our Independent Examiner, Paul Hammond, for his time, help and guidance. The formal accounts are presented in a straightforward format that demonstrates that the Trustees act honestly and responsibly in handling BHVC funds. The accounts are divided into two sources of revenue – Restricted and Unrestricted.

**Restricted funds** are grants or donations which can only be used for the purpose for which they are given. £522 from the Building Project Grant was carried forward to 2020. In 2020 BHVC was awarded 5 grants for: renewal of the aerial map; the walk book project; Covid 19 mitigation; and a walking event. Total £3,150. During the year £1,357 was spent largely to complete the buildings and the walking book projects and to address Covid 19 issues. **The remaining £1,793 has been carried forward into 2021.**

**Unrestricted funds** are the monies raised by BHVC Volunteers through activities such as shop sales, town trails, events etc. Opportunities to raise money in this way have been scarce this year, with BHVC being closed for over half of the year. This has also affected donations from visitors. We send our heartfelt thanks to Bampton Game who stepped in to sell shop stock on our behalf. 2020 saw the launch of our on-line shop on the Devon Museums website, the introduction of cashless sales and the launch of on-line and Facebook sales using Paypal. All these efforts and a few months of restricted opening, plus two successful pop-up Christmas stalls in Brook Street attracted total sales of £2,078 this year, a significant increase on sales in 2019. All other income was reduced as a direct result of Covid 19 restrictions. This reduction will also impact on our financial position in 2021. **Unrestricted Income totalled £2,699 this year.**

BHVC has to expend money in order to achieve this income. In 2020 expenditure on stock increased to £2,018 owing to investment in a reprint of the walking book, purchases of coasters and the launch of a new mug. Overheads were down this year to £445 due to a welcome non-availability rebate on rent paid to the Church. **Unrestricted expenditure totalled £3,079 this year.**

By taking the total unrestricted expenditure of £3,079 away from the total unrestricted income of £2,699 we see that this year BHVC made a gross loss of £380 offset by an £803 increase in stock holdings.

The **balances** at year end 31 December 2020 show that holdings of cash in hand or at the bank (restricted and unrestricted) stood at £9,260 whilst stock levels were valued at £2,559. Assets have depreciated by £994. This stable financial position is due to hard work by Trustees and Volunteers and by support from local business and members of the community - all of whom have played key roles in keeping the Centre viable.

In recognition of the stable but tightened financial position, the Trustees will review and agree the **2019 reserves policy**. This policy lays out what BHVC will do with money it has – to be prudent we need to continue to keep reserves in the bank to insure us against hard times when sales fall or we need to replace key items of equipment. We do not want to build up large reserves of cash when there is so much we can be doing to keep BHVC vibrant and alive, so a **draft budget** will also be set for 2021 and will be updated in line with the reserves policy. Both of these documents, along with the **draft examined accounts** shown on the next page, will be received for approval at the AGM

**BAMPTON HERITAGE & VISITOR CENTRE**

Accounts for year ending 31st December 2020

| <b>INCOME</b>      |                                 | <b>Restricted</b> | <b>Unrestricted</b> | <b>Total</b> |
|--------------------|---------------------------------|-------------------|---------------------|--------------|
| <b>2019</b>        |                                 | <b>£</b>          | <b>£</b>            | <b>£</b>     |
| 0                  | Lottery grants                  | 0                 | 0                   | 0            |
| 250                | Grants                          | 3,150             | 0                   | 3,150        |
| 631                | Donations                       | 0                 | 191                 | 191          |
| 1,257              | Sales                           | 0                 | 2,078               | 2,078        |
| 278                | Town Trails                     | 0                 | 28                  | 28           |
| 1,076              | Fundraising                     | 0                 | 0                   | 0            |
| 0                  | Other income                    | 0                 | 233                 | 233          |
| 208                | Gift Aid Refund                 | 0                 | 169                 | 169          |
| <b>3,700</b>       |                                 | <b>3,150</b>      | <b>2,699</b>        | <b>5,849</b> |
| <b>EXPENDITURE</b> |                                 |                   |                     |              |
| <b>Routine</b>     |                                 |                   |                     |              |
| 768                | Shop stock                      |                   | 2,018               | 2,018        |
| 57                 | Repairs & Maintenance           |                   | 0                   | 0            |
| 866                | Overheads                       |                   | 445                 | 445          |
| 134                | Admin                           |                   | 42                  | 42           |
| 0                  | Subscriptions                   |                   | 153                 | 153          |
| 298                | Volunteer support               |                   | 114                 | 114          |
| 127                | Marketing                       |                   | 112                 | 112          |
| 62                 | Equipment/Materials             |                   | 93                  | 93           |
| 421                | Events                          |                   | 0                   | 0            |
| 5                  | Museum Collection               |                   | 102                 | 102          |
| <b>Restricted</b>  |                                 |                   |                     |              |
| 4,081              | Building Project                | 522               | 0                   | 522          |
| 0                  | Covid 19                        | 485               | 0                   | 485          |
| 0                  | Walking book                    | 350               | 0                   | 350          |
| <b>6,819</b>       |                                 | <b>1,357</b>      | <b>3,079</b>        | <b>4,436</b> |
| <b>-3,119</b>      | <b>Net Income</b>               | <b>1,793</b>      | <b>-380</b>         | <b>1,413</b> |
| 7,295              | Balances at Co-operative Bank   |                   | 9,138               |              |
| 0                  | Balance with Paypal             |                   | 61                  |              |
| 30                 | Petty Cash at Centre            |                   | 31                  |              |
| 30                 | Cash in hand                    |                   | 30                  |              |
| 0                  | Unpresented cheques             |                   | 0                   |              |
| 4,970              | Assets minus depreciation (20%) |                   | 3,976               |              |
| 1,756              | Stock                           |                   | 2,559               |              |
| <b>14,081</b>      | <b>Total Assets</b>             |                   | <b>15,795</b>       |              |
|                    |                                 |                   | <b>PROFIT</b>       | <b>1,714</b> |



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
BAMPTON HERITAGE & VISITOR CENTRE

**On accounts for the year  
ended**

31 DECEMBER  
2020 Charity no  
(if any) 1156194

**Set out on pages**

546 of the Annual Report.  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**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**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed: [Signature]

Date: 24.01.21

Name: PAUL HAMMOND

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

[Empty box]

**Address:**

MALINDI  
OLD TIVERTON ROAD  
BAMPTON EX16 9DP

## CURATOR'S REPORT from Ken Mills

Despite being closed for the majority of year, because of Covid19, it has been a busier than usual year for the work of the curator.

The highlight of 2020 was, of course, the incredible gift of all the artefacts that previous resident Jonathan Hill had collected over the years. As you know, many of the items already on display were leant from this collection, but now we have it all. I have catalogued all the items and am now engaged with the lengthy process of organising it into subject areas.

The collection consists of an extensive record of Bampton life over the period 1985 – 2005; a collection of items from Dodd's the Chemist (the forerunner of Bampton Pharmacy); a unique collection of receipts and other paperwork from the Chown family farms in the 1920's; a set of deeds for 2/4, Brook St and 15/17, Fore St dating back to the 1700's and a number of unique older items relating to Bampton.

We now have to decide what to do with all these items. We do not have the ability to store it all – nor should we, if better homes can be found for some of these items. A selection of smaller items have been added to our “permanent” display – others will form the basis of special exhibitions over the next few years. There are some truly unique and interesting objects. Others may be sent to the Devon Heritage Centre (Devon Records Office) or to other relevant local collections. Through the generosity of a resident we now have access to a better storage space than our present arrangement, but the space is not unlimited!

We have also received two other donations. Beryl Fothergill was District Nurse and then midwife for Bampton and the surrounding area in the 1950's. Her daughter has donated her midwife's box and other items, including some photographs and Beryl's detailed logs. This will all form the basis of another exhibit, after which it may be donated to the Devon and Exeter Medical Society. We are very grateful to Dawn Bamsey for this gift.

Another gift was left in the Vicarage doorway. It consists of photos and other artefacts relating to Olive Besley, who ran the dairy in Brook Street – again to be the subject of a special exhibit at some time in the future. The donor was one Pat Martyn, who may have been Olive's niece – but our efforts to trace her have so far been fruitless.

The Covid19 crisis prevented the showing of any new exhibitions during 2020. A small exhibit commemorating the 75<sup>th</sup> Anniversary of the ending of WW2 had been planned – this will no longer take place. But, as you can see from the above, we have plenty of plans for 2021 and beyond.

I am, once again, grateful for the support of my fellow Trustees, and of the church in allowing us to continue the displays there in these difficult times.

*Dairymaids working*



BUSY DAIRYMAIDS engaged in a butter-making competition at the Royal Agricultural Hall, Falmouth, where the Dairy Show opens to-day. On right, a tin-tilt for a quart. —(Daily Sketch.)

## Town Trails – from Wendy Boothroyd

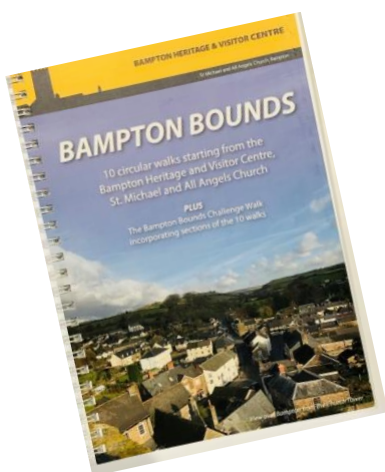
This way of getting to know and understand the history of the town has remained popular with visitors but has been significantly affected by Covid 19 restrictions this year.

There have only been two trails during 2020, one for a family of four visitors renting a holiday cottage and one for three local residents. Both were very well received. Four booked parties each with 20 to 24 participants were cancelled but hopefully will be reinstated later in 2021. The format may have to be adjusted to fit with regulations.

We have been invited to record a trail programme for the new 'Exestream' radio station and work on this is in progress. I had technical problems trying to do it as an outside broadcast (Bampton is a very noisy place!) so I am now going to record it indoors.

## Walking Publications – Wendy Boothroyd and Rachel Macdonald

Bampton Bounds was available at the start of the year and has been very well received. It sold well on display in the Centre and through local Facebook, website and press promotion. However, a kind offer from Alan Loftus at Bampton Game to sell them vastly increased sales and we had to commission a reprint in November. These sales have kept Bampton walking and have reached a wider local audience than they would have only being sold from the Centre. The high number of sales has resulted in revisions and a second edition being available in December 2020. A big thank you to all who sent in comments and reported errors, footpath changes, sent photographs and accompanied us on our test walks of the revised instructions.



Meanwhile we have been working on book 2 which we will be calling 'Bampton? Out of Bounds' again we have permission to use one of Ken Dives' previous titles. Ten walks have been identified and written up with historical background notes. All the walks start within a ten-mile radius of Bampton and all have some features to connect them with Bampton. The book is still a work in progress and will be published in 2021.

Thanks also to the Editor of Signpost who published several of our short circular walks monthly between May – October.

## **GOVERNANCE of the Charity from Liz Redfern**

The Charity is governed by 7 Trustees who set the strategy for the Centre, run it on a day to day basis, coordinate volunteer recruitment and training and ensure the effective use of resources. They operate using a standard Charity Commission constitution and submit accounts and reports to them as required.

The Trustees meet on a regular basis, with agendas and minutes. In between meetings much of the on - going business is conducted through email correspondence and decision making on minor issues. This leaves the face to face meetings for substantial items that need further discussion and decisions. Volunteers are invited to join the meeting by request and agendas are circulated beforehand. Following each meeting a Newsletter is sent to all volunteers to update them on decisions from the meeting and other relevant information, to keep them informed.

Since 2016 Trustees have been elected from the members of the volunteer group. Our election process established in 2015/16 introduced the principle of 3 Trustees standing down in each of the first two years to provide continuity at the same time as the opportunity to introduce new Trustees. The normal term of office for the elected trustees will be 3 years and they will then be eligible to stand again.

The AGM took place on the 27 February 2020 AGM and confirmed the following 7 Trustees. The Trustees then confirmed the officer posts:

- Katrina Munro (Chair) – re- elected 2020 for 3 years – 2023, stood down as Chair in November, but remains as Trustee
- Judi Thomas (Secretary) – re- elected 2019 for 3 years - 2022
- Rachel Macdonald (Treasurer) – elected 2019 for 3 years - 2022
- Ken Mills – re-elected 2020 for 3 years - 2023
- Liz Redfern - re- elected 2019 for 3 years – 2022 – elected Vice Chair November 2020. Elected as Chair in December 2020.
- Wendy Boothroyd – elected 2018 for 3 years – 2021
- Alison Brooker – elected 2020 for 3 years - 2023

Trustees have continued to meet regularly during 2020 using Zoom!

## Other activities during 2020

**The Motte and Bailey Playground Project** - we were pleased to see that the group of Bampton fathers were successful in obtaining funding from Viridor, MDDC and BTC for this project. The planning group had consulted with BHVC and we were keen to see how we could help with historical information about the Motte and Bailey that could be incorporated into the project with information boards.

In the end the information boards were not included in the first phase of this project, but the play equipment was always designed to educate children as to the history of the site. The play equipment is arranged around a mock wooden castle. It was officially opened in September.



*New playground with Motte in the background*

**Devon Museums Website** – BHVC has a presence on this website that provides the opportunity for all museums or similar organisations like ours to gain further publicity. We are also selling our Bampton books and products through the website shop.

**Exmoor Magazine and Radio Devon** – two opportunities to promote Bampton and the Centre to residents and visitors alike were taken this year. Bampton featured in the November issue of Exmoor Magazine and there was reference to the work of the Centre.

**BBC Radio Devon** are featuring a different museum each month and Liz Redfern was interviewed in November about our work, providing some valuable publicity for the Centre and the town.



*New mug design*

**Heritage Lottery Fund Digital Skills Survey** – we registered to take part in this free survey that launched on 27th April 2020. It allowed us to capture a summary of key digital skills and attitudes of our volunteers. Around 60% completed the on-line survey. The results were interesting and gave clear messages that volunteers are willing to embrace a digital approach if it serves a purpose (eg the online rota system) but we need to provide more training and face to face support to help them build digital skills and confidence in using them.

We will use the results to inform a future plan and associated training for those who have indicated they would appreciate more training. The Trustees believe that the continued future success of the Centre will depend on us developing a forward looking digital strategy.

**Bampton Fair** – all the usual activities had to be cancelled this year, but we felt it was important to mark the Charter Fair day by remaining open during the day.

## **FUTURE PLANS – 2021 AND BEYOND**

Prior to the pandemic, both Dulverton Heritage Centre and South Molton Museum had agreed to host some of our exhibition boards from 'Our Buildings' project. This would help to publicise the town and the Centre to a wide audience. We hope to rearrange this agreement during 2021.

As the Curators report shows 2020 saw the acquisition of many items into our collection. These will provide several opportunities for exhibitions during 2021. Especially, an exhibition of the work of a local midwife and the previous local dairy.

Our current strategic plan already identifies how we can increase the use of technology and digital formats to widen access to our various resources and exhibits. Previous work on using the website to share our resources has already been successful and this year saw the 10,000<sup>th</sup> viewing of our Railway film. Nationally there is a drive to create a virtual museum or visitor Centre experience alongside the physical version by going to a building. This is something Trustees, volunteers and other stakeholders will be exploring and making plans for during 2021 and beyond.

### **Statement from incoming Chairman Liz Redfern**

Thank you to my fellow Trustees for electing me as the Chair of BHVC in December 2020, following the resignation of Katrina Munro. It has been a privilege to work alongside Katrina since the Centre opened and I am looking forward to leading it through its next phase of development as we continue to build the profile and reputation of the Centre and attract visitors to Bampton.

