

TRUSTEES ANNUAL REPORT
For the Period 1st April 2021 to 31st March 2022

Section A: Reference and administration details

Kent Firefighting Museum
Registered Charity No: 1157631

Principal Address

Kent Firefighting Museum
Woodlands Garden Centre, Ash Lane, Ash, Nr Sevenoaks, Kent TN17 7EG

Names of Trustees

J W Beech, Chairman of Trustees
AC Wells, Vice Chairman
H Myers, Treasurer
J Meakins, Curator
R Miller
D Howe
T Ling
K Clay (from 16 November 2021)

Section B: Structure Governance and Management

Kent Firefighting Museum is a Charitable Incorporated Organisation the only voting members of which are its charity trustees. The charity has the “Foundation” model constitution, and new Trustees are appointed by the Board of Trustees

Trustees meet at least four times a year and all decisions pertaining to the governance and management of the Charity are taken at those meetings. In view of the small size of the Charity, the Trustees have chosen not to delegate any of their powers to sub-committees. The Charity does not employ any staff.

The Secretary to the Board of Trustees and the Museum, is Mrs Trish Hopkins.

Section C: Objectives and activities

The objects of the charity set out in its governing document, are to advance education for the public benefit in the subject of firefighting in Kent, its history and heritage by the establishment and maintenance of a museum and learning resources. All Trustees have made the statutory declaration to have regard to the guidance of the Charity commission on public benefit.

Because of the continuing Covid restrictions this seventh year of operation was again exceptional. However, the Museum received an estimated 3,518 visitors, during the 101

days that it was open and Museum Volunteers continued to attend outside events (when possible) to promote the Museum, and gave talks to societies either in person or via Zoom.

Section D: Achievements and performance

During the period 1 April 2021 to 31 March 2022 the museum continued to operate under the Governments guidelines for Covid 19 and re-opened to the public on 21 May 2021 for three days a week. A relevant COVID risk assessment was undertaken prior to re-opening and guidance and procedures were put in place to satisfy Government guidelines.

The first onsite meeting of Trustees was held on 10 August 2021. However, maintenance work continued during the closed period with volunteers working safely and within Government guidelines. Where possible enquiries needing research continued, albeit access to our archives being intermittent.

Since May 2021 Trustees have been actively progressing and initiating work to enhance and promote the Museum inasmuch as a further building was acquired to house archive records thus easing research in respect of enquiries. There is also an on-going upgrade of the Website to aid marketing and provide better information to the public. The Trustees also began the process of acquiring card reader to enable donations to be made electronically.

It is also pleasing to note that recruitment of volunteers to act as Museum Guides continues, which lays the foundation for the future.

Section E: Financial review

The Charity did not adopt a policy on reserves in this period of operation.

During the period under report, income from donations was £3,553. Expenditure was £11,504 providing a loss of £7,951 for the year. Including the balance of cash carried forward, the year-end total financial assets were £61,791.

The Charity's bankers are the Charities Aid Foundation, 25 Kings Hill Avenue, Kings Hill, Kent ME19 4TA.

The Charity has no funds materially in deficit.

Section F: Other optional information

The Museum does not charge for admission.

Section G: Declaration

The Trustees declare that they have approved the Trustees report above.

Signed on behalf of the Charity's Trustees

A handwritten signature in black ink, appearing to read 'J. Beech', with a long, sweeping horizontal stroke at the end.

Jeremy Wilson Beech CBE, QFSM
Chairman of Trustees

Date: 15th November 2022



CHARITY COMMISSION
FOR ENGLAND AND WALES

MUSEUM
KENT FIRE FIGHTING

1157631

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Receipts and payments accounts

For the period from	1-4-21	To	31-3-22
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
DONATIONS	3553 -	/ -	/ -	3553 -	635 -
GOVERNMENT COVID SUPPORT GRANT	-	-	-	-	-
	-	-	-	-	10000 -
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3553 -	-	-	3553 -	10635 -
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	/ -	/ -	/ -	/ -	/ -
Total receipts	3553 -	-	-	3553 -	10635 -
A3 Payments					
PREMISES	7902 -	-	-	7902 -	0 -
REPAIRS	447 -	-	-	447 -	0 -
ADMINISTRATION	143 -	-	-	143 -	104 -
PROFESSIONAL FEES	92 -	-	-	92 -	169 -
ADVERTISING	525 -	-	-	525 -	383 -
OTHER COSTS	2395 -	-	-	2395 -	1931 -
	-	-	-	-	-
	-	-	-	-	-
Sub total	11504 -	-	-	11504 -	2587 -
A4 Asset and investment purchases. (see table)					
	/ -	/ -	/ -	/ -	/ -
Sub total	/ -	/ -	/ -	/ -	/ -
Total payments	11504 -	-	-	11504 -	2587 -
Net of receipts/(payments)	- 7951 -	-	-	- 7951 -	8048 -
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	69742 -	-	-	69742 -	61694 -
Cash funds this year end	61791 -	-	-	61791 -	69742 -

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF BANK	61791 -	-	-
	ACCOUNT	-	-	-
		-	-	-
	Total cash funds	61791 -	-	-
	(agree balances with receipts and payments account(s))			

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

M. Keen

Print Name

J. W. BETH

Date of approval
15.11.2022