



Elstree and Borehamwood Museum

Annual Report

March 2023 – March 2024



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Charity Information

Charity Trustees

Clive Butchins (Chair)
Elaine Butchins
(V.C. and Secretary)
Betty Chandler (Deceased 10/24)

Simon Gee
Pat Strack
Norman Shuker
Paul Welsh (Deceased 09/24)

Museum Manager

Dave Armitage

Museum Officer (Hertsmere Borough Council)

Ruth Stratton

Principal Address: 96 Shenley Road, Borehamwood, Hertfordshire WD6 1EB

Website: www.elstree-museum.org.uk

Registered Number: 1157770

Principal Activities and Objectives: The charitable objects are to advance education for public benefit, in particular in the subject of Elstree and Borehamwood, its history and heritage.

A Message from the Chairman


What an exciting and eventful year for our Museum! I believe for such a small museum we have once again progressed above and beyond what many would have considered possible.

We have been in our premises now for ten years and run temporary exhibitions roughly every six months. I think that is truly amazing.

You can read about everything below, but none of it would have been possible without our dedicated team of wonderful volunteers guided by our fantastic and good humoured Museum Manager, Dave Armitage, and our devoted Museum Officer, Ruth Stratton, along with her assistant Catriona Briggs. Sincere and heartfelt thanks to all of you.

We are constantly bemoaning the small area we have for our exhibitions and hope that one day we shall have more space to utilise more of our large collection, increased since the year end by a legacy from former trustee Paul Welsh MBE – a noted film historian and buff. He will be sorely missed as also will Betty Chandler and Irene White. May they all rest in peace with our eternal thanks.

It was particularly pleasing to be able to welcome visitors from two of our Twin Towns to the museum and we hope that is something we can repeat.

A handwritten signature in blue ink, reading "Clive Butcher". The signature is written in a cursive style. Above the signature, there is a faint, light blue rectangular stamp that appears to say "received".

Review of the Year

2023 was a milestone year for the Museum as it commemorated the 10th anniversary of the opening of the new Elstree and Borehamwood Museum on 18th November 2013 in 96 Shenley Road. The event was celebrated with a special temporary exhibition and a tea and cake morning for the volunteers.



March 2023:

Twin Town Visitors:

Representatives from Shoham in Israel came to Borehamwood on 3rd March to sign the Twin Town documents. Clive and Elaine showed the group around the Museum.

Duke of Edinburgh Student:

Maria, a 14 year old D of E student, came to work at the Museum on Saturday mornings for 10 weeks.

She had a project of going through 8mm movies looking for local views, with the help of Derek.

Talks:

Dave Armitage was approached by two walking groups from London to give talks on local history and the growth of Borehamwood. These were the London Appreciation Society and Exploring London and Beyond groups. Dave gave a talk to the ladies of the London Appreciation Society on 21st March. Up to 20 people attended. Audrey volunteered to come in and help. The group was charged £40. They said it was one of the best walks and talks they have had.

Listening Post:

Dave developed a new listening post for presenting the oral histories in exhibitions.

Recollections Through Art Project:

Also in March 2023, the Museum saw the start of a large, collaborative project for which they would eventually win an award. This was called Recollections Through Art and began as the seed of an idea between Ruth and Dave some years before. With the help and support of Catriona Briggs, Hertsmeire Borough Council's



Corporate Support Officer, and some UK Shared Prosperity funding from Hertsmeire Borough Council, this germ of an idea became a reality.

Working with a collection of selected artefacts from the Museum, artists Anji Archer and Christina Armstrong of Open Art Box CIC, facilitated a series of six two hour workshops which took place at St Michael and All Angels Church in Borehamwood between March and June

2023.

These workshops ran on Monday afternoons where already a community group called Chatter Tables was operating. Anyone was welcome to join.

The workshops explored themes inspired by the Museum's collection and the area's local history. Each workshop focused on a different theme and encouraged sharing of stories amongst the group about their memories of Borehamwood. The participants were given the opportunity to learn more about the history of their local area as part of the workshops.

As the project was so successful, funding was sought again for it to run for another six sessions between September and November. A selection of the artwork produced was displayed in the Museum's foyer case at 96 along with seven panels along the café wall. The café display was launched by Revd Louise Collins from St Michaels and All Angels together with Anji and Christina from Artbox.

The photography for the panels was undertaken by Emma Gore, who had joined the Museum for work experience in the summer and who came back again to help out.





May 2023: The Museum was visited by Marco Steffens, the Mayor of Offenburg, one of our twin towns. He was shown-around by Clive and Elaine Butchins and Maddie Hipperson. Accompanying the Mayor was Charles Kelly former mayor of Borehamwood and current chair of Elstree and Borehamwood Rotary, on the left in our picture.

Flower Festival: June 2023

The Museum contributed to the annual Civic Festival with the display of flowers in All Saints Church. Celebrating 10 years at 96 Shenley Road, the beautiful arrangement was created by volunteer Maureen Corman.



Store Clean: July 2023

Due to a chemical fire in the Stanborough Avenue stores, everything had to come out to be cleaned down. The floor was also washed twice. During July's warm weather, Dave Armitage, John Woolston, Ruth Stratton and Emma Gore spent days up at the store completing this task and putting everything back once dried out.

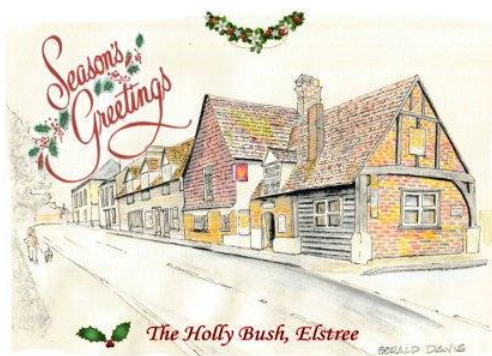
The day after this was completed, a large fly-tip was left outside of the gate to the store. This took two to three weeks for Hertsmere Borough Council's teams to clear away.

Autumn 2023:

In September, Dave gave a local history presentation to a Live Well group who meet in a community hall in Farriers Way. This was a very successful event with 15 attendees. Dave found a wishing well photo which was taken in 1980. It was very popular. The wishing well was originally put there by the Rotary Club

The Museum also took delivery of a card reader for those who prefer this method of payment and for donations.

Winter 2023:



John Woolston made some new Christmas cards for the Museum to sell at £1 for the larger ones and 50p for the smaller. The best seller was the former Red Lion (now McDonalds)

The Christmas Lights switch on took place on Sunday 26th November and the Museum had a special opening between 4pm and 6pm. During those two hours, 150 visitors came to the Museum.

January 2024



We won an award! The Recollections Through Art project, in conjunction with Open Artbox CIC, won the Creative Health Award at the Hertfordshire Association of Museums Awards event in January.

All Four Hertsmere Museums were also awarded Heritage Heroes certificates, in recognition of all the hard working volunteers.

Pictured here are Catriona Briggs (HBC), Anji Archer (Artbox) and Sally Ackroyd from SHARE Museums East.

Ruth picks up the Hertsmere Heritage Heroes certificate for all the volunteers



Events

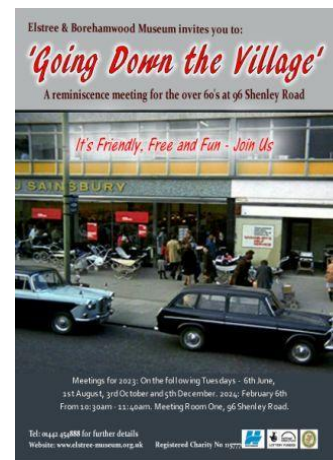


Visit by the London Friendship Centre June 2023

A large group came to see the Murder, Mayhem and Mystery exhibition.

Going Down the Village:

Our regular bi-monthly reminiscence meetings have been going very well. Themes have varied from the local development of Borehamwood since the 1950s, rarely seen images, old toys and your school days (to tie in with the opening of the Six of the Best exhibition in April 2024). Attendance is good, usually around 18 regulars.



Christmas Party at Schopwick – December 2023

A fun, festive get together. Thanks as ever to Norman, Anne and everyone involved in the preparation



Total number of Visitors April 2023 – March 2024: 3,577.

Schools

4th May 2023 Dave and Elaine went to Summerwood School and presented a talk to 150 students and their teachers. This was one of the largest groups we have had. The presentation focused on the local history, dating back to 1952.

In June, Woodlands School Year 5 visited the Museum and their session included a workshop, archive handling and presentation.

November 2023: Visit from Year 2 at Parkside School. It gave the volunteers an opportunity to dress up and join in the fun whilst learning about Victorian times in the area up to modern day.



December 2023: Year 5, St Theresa's Primary School. The children had fun with the model railway, old games, maps of the area and other historical delights. Dave Armitage and Museum volunteers showed the pupils how Borehamwood was in the not so distant past.



Friends and Volunteers

Following the talk given by Bow Street Museum Curator Vicki Pipe in March 2023, the Friends were invited to visit to the Museum in July 2023.



Friends evening with Nick Male – January 2024

The theme of Nick's talk was The Thatched Barn from its early days in the 1930s up until its demise in the 60s. Plenty of reminiscing was had by all.

Two new volunteers joined our team during this period. Kay Chesterton and Ann Wynn-Smith.

Ruby Burke also expressed a wish to return to Front of House duties on Tuesdays.

A volunteer recruitment campaign in conjunction with Communities 1st continues. Kay Chesterton has taken on the role of writing and uploading volunteer role descriptions.

Meantime, the Volunteer Handbook has been updated for new, interested volunteers.



Volunteer Hours

2023 (April – December): 2,841.5

2024 (January to March): 1,044.5

Trustees:

The AGM took place at Schopwick Place on 27th November 2023.

Clive and Elaine Butchins stepped down and were proposed for re-election. This was formerly seconded and they were re-elected in the roles of Chair and Vice Chair.

Therefore, the Trustee board at 27th November 2023 was:

Clive Butchins: Chair

Elaine Butchins: Vice Chair and Secretary

Paul Welsh

Pat Strack

Norman Shuker

Betty Chandler

Simon Gee

Collections

The Modes cataloguing and documentation team continue to work through the collections. Often following an exhibition, new items are donated. We have a number of books relating to the lost line and the underground, for example, after the successful model railway displays, and school photos following the Six of the Best exhibition, which opened in April 2024.

There are still quite a few items in the Stanborough Drive store which are uncatalogued and boxes of items that the volunteers need to go through. In the run up to the Six of the Best exhibition, many of the schools folders were retrieved from the filing cabinets and items listed and catalogued.

As ever, bigger and more appropriate storage is always being sought.

The Modes team meet on a Friday, although some sessions have been stalled due to health issues. However, good progress is being made with over 6000 items being catalogued. All of the boxes of objects stored on site in the Museum, have been checked against the Modes records for accuracy,



**ELSTREE & BOREHAMWOOD MUSEUM
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31st MARCH 2024
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Charity information

Trustees report

Statement of financial activities

Balance sheet

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**Elstree & Borehamwood Museum
Charity information**

Charity Trustees

Betty Chandler

Clive Butchins

Paul Welsh

Norman Shuker

Pat Strack

Elaine Butchins

Simon Gee

Museum Curator

Dave Armitage

Finance

Dave Armitage & Ken Freedman

Museum Officer Hertsmere Borough Council

Ruth Stratton

Principal Address

96 Shenley Road

Borehamwood

Herts

WD6 1EB

Website www.elstree.museum.org.uk

Registered Number

1157770

Principal address and objectives

The charitable objects are to advance education for the public benefit in particular in the subject of Elstree and Borehamwood its history and heritage

ELSTREE & BOREHAMWOOD MUSEUM**REGISTERED NUMBER 1157770****BALANCE SHEET****AS AT 31st MARCH 2024****Notes****31.3.24 31.3.23****FIXED ASSETS**

Computer

499

0

CURRENT ASSETS

Stocks

944

927

Debtors

1210

1210

Cash at bank & in hand

97666

90496

10031992633**CREDITORS**

Amounts falling due within one year

26382638**NET CURRENT ASSETS**

97681

89995

Provision for liabilities

80396

76146

NET ASSETS1728513849**REPRESENTED BY:**

Unrestricted funds

17285

13849

TOTAL FUNDS1728513849

These financial statements were approved by the trustees
on
and signed on their behalf by:

Clive Butchins

Norman Shuker

**ELSTREE & BOREHAMWOOD MUSEUM
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDING 31st MARCH 2024**

	Year ending 31.3.24	Year ending 31.3.23
INCOME FROM		
Shop Sales	780	1348
Gross Profit	622	688
OTHER INCOME		
Grants	10550	10550
Donations & Presentations	95	691
Friends Subscriptions	450	601
Schools & presentations	296	282
Storage	150	150
Bank interest received	831	212
TOTAL INCOME	12994	13174
EXPENDITURE ON CHARITABLE ACTIVITIES		
Temporary exhibitions design & print	2346	2668
Education & Events	0	161
Insurance	1490	1605
IT & equipment costs	14	1115
Premises & associated costs	4250	4250
Printing, postage & stationery	363	808
OTHER EXPENSES		
Annual subscriptions & renewals	336	265
Bank Charges	0	0
Friends expenses	200	200
Consumables	263	42
Royalties	5	5
Sundry	104	122
Travel	0	0
Catering	187	0
TOTAL EXPENDITURE	9558	11241
NET INCOME	3436	1933
Balance at 1st April 2023	13849	11916
BALANCE CARRIED FORWARD	17285	13849

**ELSTREE & BOREHAMWOOD MUSEUM
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31s MARCH 2024**

1.Accounting Policies

Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Charities statement of recommended Practice (applicable to charities preparing their accounts in accordance with the in the UK and Republic of Ireland FRS 102 issued on October 2019 Charities SDRP (FRS 102) the financial reporting standard applicable in the UK and republic of Ireland the financial reporting standard applicable in the UK and Republic of Ireland and with the charities act 2011.

The accounts have been prepared on a going concern basis.

Recognition of Income

Income is included in the statement of Financial activities when the charity becomes entitled to the resources. It is more likely than not the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations are only included in the SOFA when the general income recognition criteria are met.

INCOME FROM MEMBERSHIP SUBSCRIPTIONS

Membership subscriptions received in the nature of a gift are recognised in donations. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income from charitable activities.

INCOME FROM INTEREST

This is included in the accounts when receipt is probable and amount receivable can be measured reliably. This is normally on notification of the interest paid or payable by the bank.

VOLUNTEER HELP

The value of any voluntary help received is not included in the accounts but is described in the trustees annual report.

STOCKS

Stock is included at the lower of cost or net realisable value.

DEBTORS

Trade and other debtors are recognised at the settlement amount due after any discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts.

CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid cash deposits held in bank accounts.

CREDITORS

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

ELSTREE & BOREHAMWOOD MUSEUM**Notes to the financial statements****for year ending 31st March 2024****31.3.24 31.3.23****2.Income from grants**

General grants	<u>10550</u>	<u>10550</u>
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3.DONATIONS & GIFTS

Donations & gifts	<u>95</u>	<u>691</u>
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The above relates to unrestricted funds

4.EXPENDITURE ON CHARTABLE ACTIVITIES

Exhibitions	2346	2668
Education & events	0	161
Insurance	1490	1605
IT & equipment expenses	14	1115
Premises and associated costs	4250	4250
Friends expenses	200	200
Printing,postage & stationery	363	808
Annual fees	336	265
Royalties	5	5
Consumables	263	42
Catering	187	0
Other	104	122
	<u>9558</u>	<u>11241</u>

5.DEBTORS

Prepayments	<u>1210</u>	<u>1210</u>
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6.CREDITORS Amounts falling due within one year

Deferred income	<u>2638</u>	<u>2638</u>
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7.PRIVISION FOR LIABILITIES & CHARGES

Premises & utility costs	79396	75146
Exhibition & removal costs	1000	1000
	<u>80396</u>	<u>76146</u>