



# TORQUAY MUSEUM SOCIETY CIO

*~Established in 1844 as the Torquay Natural History Society~*

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## **TRUSTEES' REPORT for 2022/2023 AGM on 5 DECEMBER 2023**

### **SOCIETY STRUCTURE & MANAGEMENT 2022/2023**

**David Norman (President)**

**David J Wills (Vice-President)**

**Simon Crabtree (Treasurer)**

**Maggi Douglas-Dunbar (Secretary)**

**Christine Meredith (Trustee)**

**Ann Shaw (Trustee)**

**Andrew Underhay (Trustee)**

## PRESIDENT'S REPORT

Torquay Museum Society (formerly *Torquay Natural History Society*) is one of the oldest learned societies in the United Kingdom and can claim continuous existence since 1844. We are now approaching our eighth year as a distinct entity from Torquay Museum, but remain a partner organization with a separate constitution.

Since registration in March 2015 we have been granted the status of a Charitable Incorporated Organisation (CIO), as defined and conferred by the Charity Commission.

Our Reserves Policy is available to all members and is reviewed annually. It serves to strengthen our resilience against reductions in income and considers our contractual liabilities and potential financial threats. Presently, the value of reserves the trustees have agreed to keep (which may encompass a number of months fixed costs) is £8,000.

Our Trustees currently represent around two hundred members. We continue to take this responsibility very seriously and staunchly represent our Membership and its interests to the best of our expertise.

As a charitable organisation we are fully dedicated and committed to promoting a broad understanding of history, natural environment and cultural heritage. Our primary geographic focus is upon Devon within the UK, but it also encompasses the ever-more highly interrelated world far beyond. To this end we organise an extensive Annual Lecture Programme and provide regular voluntary support and financial help towards the work of the Museum itself.

Past preparation of the main lecture programme (nominally from October to April) has required paid-for support from employed museum staff. However, we are now well into a transition to a purely volunteer-based system, with considerable ongoing benefit to our operational costs. These lectures attract both high-profile external speakers and local personalities with in-depth and often unique regional knowledge. They are generally well-attended and have often approached full capacity. Some have also been broadcast live on zoom, internationally on occasion.

Our future programme plan has been restructured slightly to include some Saturday afternoon lectures alongside the more 'traditional' Tuesday and Wednesday morning events. This is aimed at widening the lecture attendance demographic to include more families and working individuals not normally able to attend our weekday lectures. We are also giving opportunities for member feedback at 'open forum' sessions and will be conducting occasional guided tours of the museum storeroom.

For the first time, we are now able to take payments for both subscription and lecture-attendance fees at the front desk using credit or debit cards and phone apps. These methods are increasingly being preferred over cash.

As always, we have continued to offer Tuesday morning 'Conversazione' sessions during the April-September 'summer' months. These involve more informal and interactive talks and discussion around a wide variety of topics. Conversazioni (conversations) complement our lecture programme and continue a tradition dating back to our early days as a learned society. Held on the ground floor in Local Studies or the upstairs Forbes-Julian committee room, they give members an informal opportunity to socialize and discuss topics of interest. These often turn into more formal talks given in Pengelly within a future lecture programme.

Alongside its 'learned' lecture role, Torquay Museum Society is also dedicated to the financial and operational support of the Museum itself, in return for the use of its facilities. The primary asset to which we have extensive (and free!) access outside the summer 'exhibition' months is the excellent Pengelly lecture theatre. As a valuable asset of the museum for both exhibitions and events, maximum utilization of Pengelly for income-generation throughout each year is paramount.

The society contributed directly to that efficient use of Pengelly this year by switching the hosting of our final month of lectures to the Riviera Life Church's hall next door. That worked reasonably well, though the RLC hall's slightly smaller capacity did cause a problem for the first talk there, when several hopeful attendees had to be turned away! The audio and video projection facilities also worked well, but could not really be expected to compete with those in Pengelly. We also incurred some extra costs with hall hire, free coffees and teas. Our Thanks go to the Riviera Life Church for their great support during our 'off-site' lectures and, of course, to all members for putting up with the inconvenience of having to walk round.

That switch of venue was specifically arranged to enable the museum to host an additional 'Easter Exhibition' in Pengelly, bringing in considerable additional income. So, to continue supporting the museum, we may have the occasional need for some 'flexibility' in our future planning .. but will always ensure that the membership continues to get its excellent value for money over the course of the lecture programme.

The Society is custodian of an extensive and unique library and book collection for our members. This is also a key resource for specialist researchers from far afield, as well as for local people interested in exploring aspects of our local heritage. We have commenced further work around the detailed cataloguing of the book collection based upon initial work performed a few years ago, and other activities related to preserving and restoring the physical condition of some items.

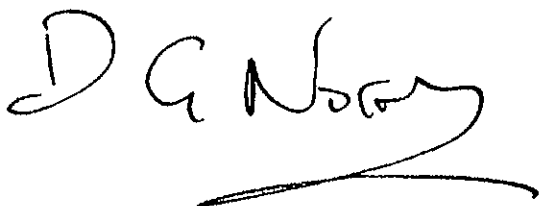
The Torquay Museum Society continues to be widely recognized as a cultural hub, a learned society and an institution with a substantial pedigree in multiple disciplines. Some of these fields are reflected in the structure of the summer lecture programme, with trustees each covering arrangements for subjects best suited to their skills, knowledge and interests. We also warmly welcome the active participation of members in the creation and operation of groups dedicated to diverse areas of study.

The operational work of the Torquay Museum Society is largely driven by its board of Trustees. We invite any members who wish to actively support this very rewarding work to consider forwarding themselves for service as Trustees, for which a few additional places are currently possible.

We build on the historic work of William Pengelly, our most famous past member and a co-founder, in 1844, of the original Torquay Natural History Society (TNHS) from which the TMS draws its foundation. Pengelly led pioneering excavations at Kents Cavern between 1865 and 1880. Torquay Museum now holds these scientifically and culturally invaluable finds as an outstanding Designated Status Collection. As its direct descendent, the TMS is privileged to uphold the traditions and precepts of the TNHS.

*Torquay Museum Society stands ready to support the Torquay Museum itself as we strive together to face the challenges and take the opportunities open to us in the difficult conditions of the 'post-COVID' period. Recent and ongoing societal changes demand our vigilance in continuing to meet the requirements of our members while staying true to the values imbued since our foundation. The Society looks forward to the future with determination to adapt to changing times where necessary and to continue the excellent work of more than 175 years past.*

**On behalf of TMS Trustees**

A handwritten signature in black ink, appearing to read 'D G Norman', with a long horizontal flourish extending from the end.

**David Geoffrey Norman**

**President, Torquay Museum Society**

**Dated: 19<sup>th</sup> November 2023**

# Torquay Museum Society – 1161126

## RECEIPTS AND PAYMENTS ACCOUNT

YEAR TO 30<sup>TH</sup> SEPTEMBER 2023

### **RECEIPTS**

	30/09/2023	30/09/2022
Membership Subscriptions	7,060	9,230
Lecture Fee Income	4,348	2,506
Fund Raising Income	90	0
Donations	90	1,130
Misc. Income	<u>169</u>	<u>48</u>
<b>Total Income</b>	<b><u>11,757</u></b>	<b><u>12,913</u></b>

### **PAYMENTS**

Staff Costs	0	1,545
Speaker Costs	2,868	2,317
Lecture Promotion Costs	2,900	1,200
Payments to Support TMT	0	694
“Transactions” Costs	0	0
TMS Projects	474	1,018
Equipment	108	629
Membership Mailing Costs	49	86
Rental Payment to TMT (% of Subs)	1,725	1,890
Programme Printing Costs	531	934
Newsletter Costs	0	0
Photo-copying etc Costs	18	30
Phone/Internet Costs	41	0
Publications	50	60
Insurance	1,695	1,542
Accountant’s Fees	0	660
Donation	0	17
Miscellaneous	<u>180</u>	<u>17</u>
<b>Total Payments</b>	<b><u>10,638</u></b>	<b><u>12,638</u></b>
<b>Surplus/Deficit of Receipts over Payments</b>	<b><u>1,119</u></b>	<b><u>276</u></b>

Bank and Cash Brought Forward	11,502	11,226
Bank and Cash Carried Forward	12,621	11,502

**Torquay Museum Society-1161126**  
**Statement of Assets and Liabilities**  
**AS AT 30th SEPTEMBER 2023**

	30September2023	30September2022
	£	£
<b>CashFunds</b>		
Cash at bank	12,596	11,477
Cash in hand	25	25
	<u>12,621</u>	<u>11,502</u>
<b>OtherAssets</b>		
Heritage assets(books)	<u>25,000</u>	<u>25,000</u>
 <b>Notes:</b>		
<i>Total membership numbers</i>		
Annual members	142	145
Life members	<u>66</u>	<u>66</u>
	<u>208</u>	<u>211</u>

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on the assets of the CIO.

Approved by the Trustees on 24 October 2023 and signed on their behalf by

Simon Crabtree, TMS Treasurer



**Independent Examiner's Report to the Trustees of Torquay Museum Society  
Charity (CIO) number 1161126**

I report to the trustees on my examination of the accounts of Torquay Museum Society for the period ended 30<sup>th</sup> September 2022.

***Responsibilities and basis of report***

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

***Independent examiner's statement***

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

- (1) Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- (2) The accounts do not accord with those records.

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



Ian Barrett FCA FCIE  
Barretts Chartered Accountants and Chartered Tax Advisers  
22 Union Street  
Newton Abbot TQ12 2JS

Dated: 20<sup>th</sup> November 2023