

Charity registration number: 1161227

Cynon Valley Museum Trust

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Cynon Valley Museum Trust

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Cynon Valley Museum Trust

Reference and Administrative Details

Chairman

R J Jones

Trustees

J J Morgan
S H Hayes
S Jones
M Passmore
R Grundy
W D Jones

Principal Office

Depot Road
Aberdare
CF44 8DL

Charity Registration Number

1161227

Independent Examiner

Mitchell Meredith Limited
Chartered Accountants
St Davids House
48 Free Street
Brecon
LD3 7BN

Cynon Valley Museum Trust

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The objectives and activities are enshrined in the charitable objectives

“To advance the education of the public in the local history and heritage, preservation of buildings of historic and/or architectural importance and the industrial heritage of the Cynon Valley and elsewhere by the provision and maintenance of a museum and gallery in Aberdare”

The CVMT achieves this by running a programme of exhibitions across two galleries, a programme of events, digital engagement and the opening of the museum, free to the general public.

The objectives and activities for year are directly related to the continued objectives and activities of the Trust. The achievement of the objectives and activities can be seen in section 4. Achievements and Performance.

The museum works with a wide range partners to achieve these aims from local community groups and artists to nationally profiled artists and bodies bringing them into the Cynon Valley to the benefit of the local community.

Public benefit

The Cynon Valley Museum Trust provide an accessible, interactive and sustainable space to share and celebrate the heritage, arts and culture of the Cynon Valley, the community we represent.

During the accounting period CVMT has adapted and successfully responded to the barriers imposed by the Covid-19 pandemic. CVMT continues to build on our established position within the community by providing a physical and digital centre for heritage, arts and culture in a space that is accessible to the entire Cynon community physically and digitally. This can be seen in the work to provide two exhibition spaces and a digital gallery, rooms for community use, a permanent historical gallery and online digital space for Cynon history, use of the museum for CVMT and external events and dedicated and well-resourced website. The museum further supports the local economy and cultural sector supporting volunteers, local artists, artisans and crafts people to sell, provide a space to exhibit and a vibrant cultural attraction to benefit of Aberdare and the wider environs of the Cynon Valley.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Cynon Valley Museum Trust

Trustees' Report

Financial review

Response to the Covid-19 Pandemic

Extended closure due to the Covid-19 pandemic saw a reduction of nearly 76% in terms of the income generated through the museums own income streams, this included the loss of income from CVMT's:

- Shop and gallery sales
- Room hire
- Café license fee
- CVMT's ability to sell additional products such as lottery tickets and friends memberships to visitors
- Donations from visitors.
- Run events and host exhibitions in collaboration with local artists and groups

CVMT in order to mitigate the impact put in place measures to ensure its sustainability. CVMT during 2020-21:

- Secured grant funding to support core costs, outlined below
- Secured government support, when available, to contribute to resilience during this period.
- Furloughed up to 50% of the museum team to reduce costs.
- Introduced an online donation platform to receive donations during lockdown
- Launched digital engagement projects such as "Exhibition from Home", "Stories from the Collection" and "Cynon Together" to continue to engage with our audiences during this time via our website.
- Utilised the time to carry out funded capital works to improve the visitor experience and make the museum more accessible to all.

During 2020-21 Financial Year as a result of the work by CVMT to secure emergency funding to cover core costs the charity has been able to increase its unrestricted funds preparing the organisation for its recovery journey as restrictions are reduced and CVMT reopens and re-establishes its income streams.

Grant Funding

During the financial year CVMT continued and was successful with a number of grant funding applications which primarily focused to secure the museum's future as it responded to the Covid-19 pandemic.

Following the securing of funding from MALD to redevelop the museums toilets and install a ground floor office. CVMT secured funding from the Welsh Church Act Fund to commence on the Capital Project in March of 2021.

Cynon Valley Museum Trust

Trustees' Report

Amount of Funding £	Source of funds	Expected Duration of funding	Funds Available
£388,178	Pen Y Cymoedd Wind Farm Community Fund - Salaries & Capital Development	Until August 2021	1/10/2017
£5,986	Association of Independent Museums - to improve the Museum shop	Completed June 2020	01/06/2019
£25,000	People's Health Trust – in partnership with Cynon Valley PALs to make the Museum more autism friendly	June 2019 – June 2020	01/06/2020
£42,838.02	MALD Welsh Government – to support toilets redevelopment	March 2021 – July 2021	01/03/2021
£1,450.00	Groundworks (Tesco Community Fund) to install garden boxes	April 2019 – March 2022	01/04/2021
Covid-19 Emergency Funding			
£13,030	Moondance Foundation to support ongoing resilience	April 2022	10/04/2020
£28,080	Pen Y Cymoedd Wind Farm Community Fund to support salaries and operational costs	March-July 2020 Extended to July 2021	25/03/2020
£2,000	Federation of Welsh Museums - for working from home equipment	April 2020	01/04/2020
£10,000	Federation of Welsh Museums – to fund staff costs between July and October 2021 and support reopening costs to reopen Covid secure	December 2020	01/04/2020
£22,000	National Lottery Heritage Fund – to improve security infrastructure, support reopening of Cynon Valley Museum and fund Museum Assistant	May 2021	15/06/2020
£70,865 (reduced to £24,020.79 Sept 2021)	Wales Cultural Recovery Fund Phase 1 grant	April 2020-March 2021 Extended to September 2021	01/04/2020

Digital Donations

CVMT has continued to mitigate the impact of the covid-19 establishing a digital donation platform offering an alternative to the museum's physical donation boxes. It is expected in 2021-22 a contactless card donation box will be installed at the museum, offering an alternative to cash donations.

Cynon Valley Museum Trust

Trustees' Report

Policy on reserves

CVMT's Reserves Policy has been established to guide CVMT on the continued maintenance of a reserve that is equal or more than 6 months of operating costs. This is a minimum of £33,700.00.

This policy is intended to outline the use of reserves – in two significant cases (below) they must be utilised. Other uses of reserves can be decided by the Board of Trustees on an ad hoc basis.

1. Unanticipated expenditure or loss of income

If the CVMT finds itself losing a significant income stream, e.g. closure of the café, temporary closure of galleries, reserves can be utilised to allow the Museum to operate until the situation is resolved, or other sources of income can be identified.

2. Winding up of the charity

In the case where the CVMT decides to wind up and close the charity, reserves should be used to ensure debts are paid, including staff. In these circumstances, the Museum Manager would take a central role in the winding up.

3. Other uses of reserves

Use of reserves which fall outside of these circumstances, for example, investment in capital, or match funding for a grant application, are permitted but must be made at a Full Board meeting and clear steps should be outlined about how the CVMT will reimburse the reserves following the expenditure. At no point in time should 100% of the reserves held be used for functions other than the two outlined above.

Plans for future periods

Aims and key objectives for future periods

Work is currently underway to plan for succession. The Pen Y Cymoedd grant remains active and is due to run until May 2021.

The museum has secured a series of Covid-19 grants in response to the Covid-19 pandemic. Funding sources include Local Authority Rate Relief, Moondance Foundation, National Lottery Heritage Fund, Federation of Welsh Museums and Cultural Recovery Fund. Combined this is forecasted to take the museums finances beyond the current financial year (2020-21).

The Museum plans to continue using the accrual system of accounting and has established new monitoring procedures to report on grant spending and income increasing the museums financial management capacity.

The museum plans in 2021 to establish a new five-year business plan and work to secure future funding and generate income through internal income streams to continue the museums delivery of the charities aims and key objectives beyond 2022. CVMT has established a vision for the next 5 years formed of three phases.

Phase 1 - 2021-2024

Phase 2 - 2022-2025

Phase 3 - 2024-2027

Cynon Valley Museum Trust

Trustees' Report

Phase 1: Recovery

Phase 1 is in action starting this financial year it focuses on the successful reopening of the museum and the, re-establishing of the income streams developed by CVMT across the previous 5 years, and assessing their future viability.

This phase incorporates the end of the current Pen Y Cymoedd Wind Farm Vision Fund. Based on initial financial forecasting CVMT believes it will be essential to secure further funding, to commence immediately or shortly after the end of the Vision Fund. This to ensure that the museum's recovery is not negatively impacted and has the time to make adjustments reflecting the changed environment the organisation is now in. This need to secure further funding is because CVMT's forecasted income generation levels have not yet returned to the levels originally forecasted when the Vision Fund was awarded in 2017, due to the impact of the covid-19 pandemic on all income streams.

This phase will involve embedding the new business plan for 2022-2027 and working towards returning income streams and public engagement programmes to pre-pandemic levels. It will also assess the impact of public behaviour changes on current income streams.

The Trust would commission work to outline and continue the development the museums capital development programme. This will ensure the museum understands what is needed over the next 5 years build on its learning from Covid-19, the 5-year business plan and prepare the museum for a long sustainable future at the centre of the Cynon Community.

Any future funding application will factor into phase 1 the recruitment of a Museum Engagement Officer to re-establish the museum's engagement programme. This post would focus on:

1. Identifying and developing the long-term future programme for school and non-school groups visiting the museum this would include:

- o Revitalising and expanding the Loan Box programme.
- o Creating digital resources reflecting Wales' new curriculum for use by teachers and students.
- o Exploring the opportunities for direct digital and physical engagement in schools.
- o Develop new programmes to encourage visits to the museum and engage with collections through engagement which is physically held at the museum, off site and digitally.

o

2. Working in partnership with RCT Heritage Services to increase public access to the museum's collections, carry out the redisplay of museum collections, and develop a co-created plan for engagement at Cynon Valley Museum. This partnership would utilise the shared resources of both organisations, to the benefit of the local community

3. Taking a key role in a joint project funded by Esmée Fairbairn Fund with Amgueddfa Cymru National Museum Wales and Cyfartha Castle to retell and challenge stories about artworks in the collection of ACNMW relating to the South Wales Valleys.

Phase 2: Sustainability

Phase 2 looks beyond the immediate future towards creating a route to a sustainable income level which will ensure the museum's future is secured through a mixture of sustainable income generate, fundraising, revenue funding and grant funded project income. This stage will require investment in the museum's income generating streams in order to increase their potential to generate income for the Trust and directly benefit the local community. CVMT has identified several areas for development:

- Investment in staff to develop new and current income streams as outlined in the five year business plan currently being developed

Cynon Valley Museum Trust

Trustees' Report

- To work towards sustainability the museum will need to invest in the museum building to improve its offer and continue to make the museum more accessible to the public
 - o Create a new entrance into the museum through the café, replacing flooring in the museum café and establishing the café as separate unit able to operate outside of museum opening hours. This will facilitate improved access by creating a new independent entrance to the café directly from the outside, thereby allowing the café to increase opening hours and income generating potential, making the café license more attractive to potential licensee, and ultimately allowing the Museum to generate further sustainable income from this source.
 - o Redevelopment of Museum Shop by upgrading the entrance area. Redevelopment would include replacing dated shop furniture, with flexible shop units, making the space more open and welcoming and creating a more suitable space in which to hold events.
 - o Upgrading Museum Infrastructure. The museum building's infrastructure is becoming outdated with equipment reaching the end of its expected lifetime. Over the period of the current lease, it will become essential to replace key infrastructure equipment. This investment would ensure the museum's long-term sustainability through good maintenance and investment in cost saving energy efficient equipment.
 - o Redevelopment of the "Parry Room". The room requires work to upgrade its specification in order to make it more suitable for income generating opportunities including room hire and arts-based workshops.
 - o Revitalise the museum's temporary gallery spaces replacing floors and carrying out gallery maintenance to improve appearance of both galleries.
- Seek funding to support local heritage, arts, charities and local community groups affected by the covid-19 pandemic to utilise the museum as a venue for their events, outreach and engagement

Phase 3: Renewal

Phase 3 focuses on the renewal of the museum's galleries, some of which has not been renewed since the Museum first reopened in 2001. In this phase the Museum envisions:

- Ensuring the museums long term future as a multi-functional community space is established and maintained to the standard required
- Working with RCT Heritage Services to carry out a re-interpretation and redisplay of the permanent gallery which would:
 1. Bring the display up to the present day.
 2. Continue to work with Amgueddfa Cymru to display relevant collections in Cynon Valley Museum.
 3. Investigate and where required address bias in current collection displays for example this could include:
 - § Black History in the Cynon Valley
 - § Jewish History in the Cynon Valley
 - § Women's History in the Cynon Valley
 - § Prehistory
 4. Explore the role of community-led museums in decolonialisation.
 5. Create more direct engagement through interactive displays, thereby making the museum more attractive to families. For example, could be done through
 - § Handling collections
 - § Digital activities
 - § Regular programming for families
 - § SEND programming
- Develop programme of engagement across the Cynon Valley going beyond the museum, e.g., displaying exhibitions in RCT libraries and community centres.

Structure, governance and management

Nature of governing document

The charity is a charitable incorporated organisation (CIO) and is controlled by its constitution dated 5 September 2014.

Cynon Valley Museum Trust

Trustees' Report

Recruitment and appointment of trustees

Trustees are recruited through word of mouth and advertising when a skills gap or vacancy arises. Training is reviewed periodically and courses sourced where appropriate.

Each prospective trustee meets two new trustees and the manager to talk about the trust and their reasoning behind joining. The board then have that information along with a CV or written text for consideration at the next board meeting.

Once that is approved the prospective trustee is invited to come to a board meeting to observe, should that trustee then accept the offer to join the board they will receive an induction pack containing forms and policies and procedures. This pack will also contain all the relevant Service Level Agreements, Grant forms and Licences with third parties.

Organisational structure

The charity is governed by an established constitution which is supplemented by a five-year business plan. This plan is up for review in 2021.

The Cynon Valley Museum is managed by a board of Trustees, this trustee board has three officers (a Chairperson, Secretary and Treasurer) these are appointed at our Annual General Meeting. The CVMT continued through the financial year with the core team unchanging composed of the Museum Manager, Museum Co-ordinator, Fundraising Officer and Engagement Officer. The museum currently has 42 volunteers due to the Covid-19 pandemic many have not been able to volunteer but plan to when the environment improves.

Strategic decisions are made by the board of trustees in a monthly meeting, these meetings are minuted and recorded for future reference. The Chair has some delegated responsibility to make major decisions that are time sensitive, these decisions must be fed back to the board at the earliest opportunity.

The board also has a finance sub-committee which is responsible for overseeing the finances for the trust, this includes grant funding and income from other sources.

The trustees have a risk register in place which is monitored on a regular basis. These risks are reviewed by a designated trustee and are acted upon. Systems are put in place to mitigate these risks

Cynon Valley Museum Trust

Trustees' Report

Staff members have operational decision-making powers with latitude to carry out all day-to-day decisions in order for the museum to be fully operational. This is managed within the framework of CVMT policies demonstrating the situations where staff are able to make decisions and where decisions must be deferred to the board of trustees.

The trust has built a strong bond within not only the local community but also in the historic and third sector community. Our work has been used as case studies for best practice and heralded as positive and ambitious, for example case studies of the museums work to build partnerships and utilise the space for local communities will be used by the Museums Association as a case study in the forthcoming Senedd elections.

CVMT maintains a good relationship with our landlords RCT CBC.

CVMT meet on a quarterly basis with RCT CBC Department Corporate Estates maintaining a good working relationship with the department ensuring the continued maintenance of the museum building.

CVMT maintains a good working relationship with RCT CBC Heritage Services working to ensure the continued public access to the collection, working to display the collection in temporary and permanent exhibitions.

CVMT has maintained a good relationship with our funders including Pen Y Cymoedd, Welsh Museums Federation, Association of Independent Museums and MALD.

Major risks and management of those risks

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The annual report was approved by the trustees of the charity on 19 January 2022 and signed on its behalf by:

R J Jones
Chairman

Cynon Valley Museum Trust

Statement of Trustees' Responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Cynon Valley Museum Trust

Independent Examiner's Report to the trustees of Cynon Valley Museum Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 12 to 24.

Respective responsibilities of trustees and examiner

As the charity's trustees of Cynon Valley Museum 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 Cynon Valley Museum Trust'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 Cynon Valley Museum Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have 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.

M L Barnes FCCA ACA
Mitchell Meredith Limited

Chartered Accountants
St Davids House
48 Free Street
Brecon
LD3 7BN

19 January 2022

Cynon Valley Museum Trust

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies		46,863	174,108	220,971	94,556
Charitable activities		3,726	-	3,726	19,186
Other trading activities		1,239	-	1,239	1,984
Investment income	5	18	-	18	1
Other income		17,072	-	17,072	29,942
Total Income		<u>68,918</u>	<u>174,108</u>	<u>243,026</u>	<u>145,669</u>
Expenditure on:					
Charitable activities		<u>(20,348)</u>	<u>(100,701)</u>	<u>(121,049)</u>	<u>(154,439)</u>
Total Expenditure		<u>(20,348)</u>	<u>(100,701)</u>	<u>(121,049)</u>	<u>(154,439)</u>
Net income/(expenditure)		<u>48,570</u>	<u>73,407</u>	<u>121,977</u>	<u>(8,770)</u>
Net movement in funds		48,570	73,407	121,977	(8,770)
Reconciliation of funds					
Total funds brought forward		<u>12,736</u>	<u>132,667</u>	<u>145,403</u>	<u>153,441</u>
Total funds carried forward	19	<u><u>61,306</u></u>	<u><u>206,074</u></u>	<u><u>267,380</u></u>	<u><u>144,671</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 19.

Cynon Valley Museum Trust
(Registration number: 1161227)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	14	111,932	120,155
Current assets			
Debtors	15	54,269	6,602
Cash at bank and in hand	16	<u>152,973</u>	<u>31,268</u>
		207,242	37,870
Creditors: Amounts falling due within one year	17	<u>(51,794)</u>	<u>(12,622)</u>
Net current assets		<u>155,448</u>	<u>25,248</u>
Net assets		<u><u>267,380</u></u>	<u><u>145,403</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		206,074	132,667
Unrestricted income funds			
Unrestricted funds		<u>61,306</u>	<u>12,736</u>
Total funds	19	<u><u>267,380</u></u>	<u><u>145,403</u></u>

The financial statements on pages 12 to 24 were approved by the trustees, and authorised for issue on 19 January 2022 and signed on their behalf by:

R J Jones
Chairman

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Cynon Valley Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Changes in accounting policy

The accounting policy of the accruals basis has been adopted for these accounts and the comparatives recalculated from the cash basis

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £150.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Property Improvements	Over the term of the lease 10 Years
Computer and office Equipment	3 years S/L and 5 years S/L
Fixtures & Fittings	3 years S/L

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price.

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Donations and legacies;				
Donations	1,093	-	1,093	-
Gift aid reclaimed	770	-	770	-
Grants	45,000	174,108	219,108	94,556
	<u>46,863</u>	<u>174,108</u>	<u>220,971</u>	<u>94,556</u>

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Grants	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Pen Y Cymoedd		47,967	47,967	72,791
Association of Independent Museums		-	-	5,987
Museum Federation		11,424	11,424	6,943
Ground Work UK		-	-	1,450
Sporting Heritage		-	-	500
People Health Trust		-	-	6,885
Interlink		1,735	1,735	-
Welsh Government		70,865	70,865	-
Job Retention Scheme		7,086	7,086	-
National Heritage Lottery		22,000	22,000	-
Moondance Foundation		13,031	13,031	-
Rhondda Cynon Taff	45,000	-	45,000	-
	<u>45,000</u>	<u>174,108</u>	<u>219,108</u>	<u>94,556</u>

3 Income from charitable activities

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Shop and Gallery	<u>3,726</u>	<u>3,726</u>	<u>19,186</u>

4 Income from other trading activities

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Fundraising	<u>1,239</u>	<u>1,239</u>	<u>1,984</u>
	<u>1,239</u>	<u>1,239</u>	<u>1,984</u>

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

5 Investment income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Interest receivable and similar income;			
Interest receivable on bank deposits	18	18	1

6 Other income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Rental income	17,072	17,072	29,942

7 Expenditure on charitable activities

Note	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Direct costs	320	2,855	3,175	15,693
Staff costs	3,327	57,919	61,246	78,825
Allocated support costs	14,781	39,927	54,708	58,001
Governance costs	1,920	-	1,920	1,920
	20,348	100,701	121,049	154,439

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Independent examiner fees			
Examination of the financial statements	1,920	1,920	1,920
	<u>1,920</u>	<u>1,920</u>	<u>1,920</u>

Analysis of support costs

	Charitable Activity £	Total 2021 £	Total 2020 £
Establishment costs	16,447	16,447	19,765
Repairs and Maintenance	489	489	794
Office expenses	3,721	3,721	4,543
Printing, postage and stationery	294	294	3,337
Subscriptions	411	411	1,061
Hire of plant	3,130	3,130	-
Sundry costs	2,072	2,072	204
Cleaning	2,017	2,017	934
Travel	553	553	1,302
Advertising	175	175	3,890
Accountancy	1,125	1,125	1,254
Legal and Professional	3,070	3,070	3,359
Bad debt written off	539	539	-
Bank charges and Interest	462	462	560
Depreciation	20,203	20,203	16,998
	<u>54,708</u>	<u>54,708</u>	<u>58,001</u>

9 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>20,696</u>	<u>17,454</u>

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

11 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	59,782	75,154
Social security costs	260	2,336
Pension costs	1,204	1,335
	<u>61,246</u>	<u>78,825</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Charitable activities	<u>4</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £35,913 (2020 - £53,638).

The chief executive officer, as the highest paid member of staff, received benefits totalling £23,112 (2020 - £30,369).

12 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>1,920</u>	<u>1,920</u>

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2020	151,152	14,960	166,112
Additions	-	11,981	11,981
At 31 March 2021	151,152	26,941	178,093
Depreciation			
At 1 April 2020	33,551	12,406	45,957
Charge for the year	15,115	5,089	20,204
At 31 March 2021	48,666	17,495	66,161
Net book value			
At 31 March 2021	102,486	9,446	111,932
At 31 March 2020	117,601	2,554	120,155

Included within the net book value of land and buildings above is £Nil (2020 - £Nil) in respect of freehold land and buildings and £102,486 (2020 - £117,601) in respect of leaseholds.

15 Debtors

	2021 £	2020 £
Trade debtors	8,068	4,860
Prepayments	46,201	1,742
	54,269	6,602

16 Cash and cash equivalents

	2021 £	2020 £
Cash at bank	152,973	31,268

17 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	2,258	7,296
Pension contributions unpaid	648	831
Creditors and accruals	48,888	4,495
	51,794	12,622

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

18 Commitments

Capital commitments

The trustees have committed to refurbishment of the premises with a total contract price of £89,733. The work is in progress as at the year-end and initial payments totalling £44,866 are included within prepayments. The balance of £44,867 is a capital commitment as at the 31st March 2021.

Other financial commitments

Equipment hire totalling £3,130 per annum and which is due to end in March 2024

The total amount of other financial commitments not provided in the financial statements was £9,390 (2020 - £12,520).

19 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
General fund	12,736	68,918	(20,348)	61,306
Restricted funds				
Pen Y Cymoedd Wind Farm				
Community Fund	117,753	47,967	(58,794)	106,926
AIM Hallmarks in Wales Grant	1,926	-	(1,016)	910
Federation of Museums	4,457	11,424	(8,175)	7,706
Sporting Heritage	333	-	(166)	167
Peoples Health Trust	6,748	-	(5,080)	1,668
Groundwork UK	1,450	-	-	1,450
Interlink	-	1,735	(1,655)	80
Welsh Government	-	70,865	(8,843)	62,022
National Heritage Lottery	-	22,000	(9,886)	12,114
Job Retention Scheme	-	7,086	(7,086)	-
Moondance Foundation	-	13,031	-	13,031
Total restricted funds	<u>132,667</u>	<u>174,108</u>	<u>(100,701)</u>	<u>206,074</u>
Total funds	<u><u>145,403</u></u>	<u><u>243,026</u></u>	<u><u>(121,049)</u></u>	<u><u>267,380</u></u>

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
General fund	12,618	51,845	(61,179)	9,452	12,736
Restricted funds					
Pen Y Cymoedd Wind Farm Community Fund	140,823	72,791	(86,409)	(9,452)	117,753
AIM Hallmarks in Wales Grant	-	5,987	(4,061)	-	1,926
Federation of Museums	-	6,944	(2,487)	-	4,457
Sporting Heritage	-	500	(167)	-	333
Peoples Health Trust	-	6,885	(137)	-	6,748
Groundwork UK	-	1,450	-	-	1,450
Total restricted funds	<u>140,823</u>	<u>94,557</u>	<u>(93,261)</u>	<u>(9,452)</u>	<u>132,667</u>
Total funds	<u><u>153,441</u></u>	<u><u>146,402</u></u>	<u><u>(154,440)</u></u>	<u><u>-</u></u>	<u><u>145,403</u></u>

The specific purposes for which the funds are to be applied are as follows:

Pen Y Cymoedd Wind Farm Community Fund represents funding towards capital work, rebranding and salaries until 2021.

AIM Hall Marks in Wales Grant represents funding towards training, staff, capital equipment and supporting volunteers.

Federation of Museums represents funding towards costs incurred for making the foyer a warmer welcome for visitors to the museum.

Sporting Heritage represents funding towards supporting and developing the Ruby in Wales Exhibition.

Peoples Health Trust represents funding towards The Cynon Cooperatives project.

Groundwork UK represents funding towards the Growing Boxes Project.

Interlink provided funds towards engaging museum audiences online during the covid-19 pandemic.

Welsh Government represents funding towards the remodelling of the toilet and office facilities at the Museum.

National Heritage Lottery represents funding towards the purchase and installation of a new CCTV system, computer, Recruitment of a Museum Assistant, and PPE equipment.

Job Retention Scheme is a contribution towards salaries during the covid 19 pandemic.

Moondance Foundation represents funding towards staff and core cost of the Museum.

Cynon Valley Museum Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

20 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds 2021 £
Tangible fixed assets	3,083	108,849	111,932
Current assets	110,017	97,225	207,242
Current liabilities	(51,794)	-	(51,794)
Total net assets	<u>61,306</u>	<u>206,074</u>	<u>267,380</u>

21 Related party transactions

There were no related party transactions in the year.