



## **NATIONAL EMERGENCY SERVICES MUSEUM**

### **ANNUAL REPORT AND ACCOUNTS**

**YEAR ENDED 31st MARCH 2023**

Charitable Incorporated Organisation  
1161866

## NATIONAL EMERGENCY SERVICES MUSEUM

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## TRUSTEES AND PROFESSIONAL ADVISORS

**Trustees:** For the purpose of charity law and throughout this report are collectively referred to as the trustees.

**The trustees serving during the year were as follows:**

**Chair:** Matthew Wakefield

**Elected Trustees:** Dale Rutherford  
Geoff Butterell  
Richard Paddey  
Shahida Siddique  
Alistair Gunn

**Secretary:** Helen Shephard

**Examiners:** FaithStar LLP, (Registered in England OC382964)

**Bankers:** HSBC  
Carmel House  
49 – 63 Fargate  
Sheffield  
S1 2HD

**Charity registered name:** National Emergency Services Museum

**Charity registered address:** The Old Police/Fire Station,  
West Bar,  
Sheffield,  
South Yorkshire,  
S3 8PT

**Charity number:** 1161866

## THE TRUSTEES PRESENT THEIR REPORT FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022.

The accounts have been prepared in accordance with accounting policies set out in Note 1 to the accounts and comply with the Charity's Memorandum and Articles of Association, applicable law, the requirements of the Financial Reporting Standard applicable in the UK – FRS 102 and follows the Charities Statement of Recommended Practice SORP (FRS 102) and with the Companies Act 2006.

### STRATEGIC REPORT

**Brief Description and History:** The National Emergency Services Museum became so after a full restructure of the former Charity who managed the then Fire & Police Museum and previously the South Yorkshire Fire Service Museum. The ever-growing collection has developed over the years to include a wider variety of Emergency Services. The addition of other Emergency Services saw the name change to "Emergency Services Museum". On examining the full collection both existing and future, it was declared that the collection was of National importance and not just locally to the area. The museum has a small team of paid employees and volunteers whom all dedicate their time towards keeping history alive for future generations. National Emergency Services Museum (NESM) provides an experience like no other, allowing visitors of all ages and abilities to explore, discover, and learn about the services' extensive work from days gone by to day-to-day life. The museum has dedicated volunteers and regularly invests funds in preserving and restoring exhibits and taking great care of the collection/archives. NESM operates through self-guided visits to the museum and fully interactive guided educational visits both in house and through outreach at Schools and Events.

**Governance:** National Emergency Services Museum (NESM) is a Charitable Incorporated Organisation, supported financially by museum entry, Gift Shop, Coffee Shop, earned income, donations and sponsorship. The Charity focuses strongly on its constitution and always has its vision and mission at the forefront.

**Public Benefit:** The Trustees comply with the duty contained in the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. The Charity provides public benefit by safeguarding the collections and building, making them accessible to the public and delivering museum and education services open to all sectors of society.

**Vision and Mission:** To advance the public's education in the history and development of the national emergency services by the establishment and maintenance of museums and the creation of a national archive.

- To manage and run a museum or museums in accordance with the below objects
- To preserve the history and heritage of the Emergency Services
- To use its collection to teach vital life safety through hands-on learning with history
- To promote the past, present and future of the Emergency Services
- To work with other related organisations to manage the countries Emergency Services history
- To create a national archive that will be made available for research

## REVIEW OF ACTIVITIES 2022 - 2023

### Overview:

The museum's financial position at year-end is again more robust than in previous years even with the fact the museum is still and will for some time be recovering from the impact of the pandemic.

Work continued on refurbishing, repairing and improving the museum's facilities following on from the work undertaken in the past year and during the pandemic closures. This was a long project undertaken by our teams during the pandemic, resulting in the refurbishment of new exhibitions and the completion.

In the previous financial year we saw the museum re-opening to the public on the 19th of May 2021 following the second pandemic closure. This reopening also saw the official opening of the new police exhibition that had been created and installed in the building's original Victorian Police Cells. During the middle period of the pandemic, where the museum was able to open for a short period, the Victorian Police Cells were not able to be opened due to their confined spaces and rules around one-way systems in museums etc. This original project started just before the pandemic when the museum fully closed the police cells to make way for this new exhibition. Sadly, the funding from the time was withdrawn, the pandemic hit and the entire exhibition paused until this time. The timing for this exhibition could not have fallen at the best time as the original police museum opened in this building in 1991, so to reopen the police exhibition 30 years later in 2021 was an excellent addition and well overdue. Following on from this within the financial year, the museum team started work with the RSPCA and the Yorkshire Air Ambulance with the view of creating two new micro exhibitions dedicated to the RSPCA's 200<sup>th</sup> birthday and the story of the Air Ambulance Services in the UK. These two exhibitions would be set to open in mid 2023. The decision was made to not continue major refurbishments this year and allow the museum to get back on its feet.

We continued to be partnered with South Yorkshire Fire & Rescue to provide educational workshops to visiting Foundation and Key Stage One students. During the pandemic, this was unable to be undertaken due to the closed museum. Some online and outreach workshops were possible, but the museum used this time to refresh and update our education offering. The partnership with South Yorkshire Fire & Rescue and continued to receive £10,000 for this academic year as a grant from them towards this project and generally the museum's ongoing work.

The main focus for this year was to recover from the pandemic and bring back as much of the museums offerings / services as possible. This resulted in limited activities outlined in this overview.

Local heritage volunteer managers from across the county came together to make a network dedicated to volunteers in museums and how all managers could manage volunteers along with new roles in the new ways museums were working after the pandemic.

Museum Curator, Holly Gosling worked on a partnership with the Ben Centre in Sheffield to create a History Club. This was a free club run by the museum, at the museum working with people from the Ben Centre to look at how our collection can be more accessible to all and develop new projects and exhibitions going forward. Ben's Centre is a charity that aims to provide a safe space and an open hand to those who suffer through substance misuse and its associated barriers.

The museums learning team attended the GUTS event held at MAGNA in Rotherham. GUTS is an educational event dedicated to “Getting Up To Speed with Science”. This event was the first GUTS event that has been possible since the pandemic. The museum had a large stand at the event providing an insight into the museums education programmes to over 4,000 school children from across the county.

Continuing with the museums normal events saw Easter having a focus on our “everyday superheroes” the event was very well attended and was one of the first events able to be run “as normal”. The museum team also created a brand new event targeted at the Steam Punk community. This was a very different event for the museum with a new audience. Steam Punk with its Victorian theme fitted extremely well with the museums building itself. For a first time event, it was well attended.

Throughout the summer holidays the museum created ‘quite hours’. The museum uses lights, sounds, smoke and smells in its exhibitions, this can sometimes be overwhelming for visitors with additional/sensory needs. Quite hours were created during the school holidays to allow for visitors to visit the museum without the sounds, lights, smoke and smells turned on and additional staff around the museum.

Some aspects of the museums normal operations were starting to show after the pandemic with the return of some TV and Film work. This is a vital part of fundraising for the museum and uses the museums handling collection and road fleet of vehicles for TV and Film. In addition to the return of TV and Film, the museum also saw the return of it’s own large outside events with our own ‘999 Family Fun Day’ held in Sheffield City Centre on The Moor shopping centre. This event is a great showcase for the museum as well as being a great fundraiser.

In June, the museums Curator, Holly, moved on to a new career in exhibition design. The decision was made to not immediately employ someone into this position but to create two part-time posts to care for the collection. Before leaving the museum, Holly and museum CEO, Matthew Wakefield, completed the application to become an accredited museum. This application was confirmed and the museum officially stated as working towards full accreditation. This opened many doors for the museum to start working with other museums and national collections such as the Science Museum Group.

With this new status for accreditation, the museum was able to work with the Science Museum Group with the transfer of a Steam Fire Engine they had in their collection, to ours. This saw a gap in the museums collection now completed. The museum also received a large collection of Blitz paintings with funds raised and invested conservators coming into the museum to look at the long term care of these nationally important objects.

With all the amazing work the museums team have done during the pandemic and in the year by returning to as normal as possible along with new events, activities, exhibitions and a solid focus of families and visitors with additional needs. The museum was nominated for the ‘Kids in Museums’ awards for ‘Family-friendly museum of the year’. The museum submitted the full application after receiving a number of nominations, this resulted in the museum winning in it’s own category and also the overall winner, giving the museum the title of ‘THE MOST FAMILY-FRIENDLY MUSEUM IN THE COUNTRY’. Something you can tell the full team and extremely proud of!

**Meetings of the Board of Trustees:**

The museums board of trustees has been speaking regularly through this pandemic but had been unable to hold a full face to face meeting. With all the decisions needing to be made during this pandemic, the board has and is in regular contact about every decision.

**Changes to the Board of Trustees:**

With Holly Gosling resigning from the museum as Curator, Holly joined the museum board as a new Trustee. Geoff Butterell retired from the museum and resigned from his position on the board.

**Pension Liabilities:**

The Charity operates a pension scheme providing benefits based upon a career average pensionable salary. The scheme's assets are held separately from those of the Charity, being administered by the Peoples Pensions.

**Conflict of Interest:**

In 2022-23, no material conflicts of interest had been noted by Management or the Trustees in the Register of Interests.

**National Emergency Services Museum**  
**Statement of Financial Activities**  
**For the year ended March 31, 2023**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total Funds
<b>Income and endowment forms</b>					
Donations and Legacies	40,261.62	-	-	40,261.62	89,404.78
Income from Charitable activities	145,515.72	-	-	145,515.72	114,495.50
Other trading activities	128,994.41	-	-	128,994.41	85,329.66
Investment	-	-	-	-	-
Other Income	5,066.75	-	-	5,066.75	420.17
<b>Total Income</b>	<b>319,838.50</b>	<b>-</b>	<b>-</b>	<b>319,838.50</b>	<b>289,650.11</b>
<b>Expenditure on:</b>					
Raising funds	(44,796.82)	-	-	(44,796.82)	(45,554.84)
Expenditure on charitable activities	(146,951.86)	(83,649.94)	-	(230,601.80)	(231,571.87)
Other expenditure	(24,621.91)	-	-	(24,621.91)	(54,520.14)
<b>Total Expenditure</b>	<b>(216,370.59)</b>	<b>(83,649.94)</b>	<b>-</b>	<b>(300,020.53)</b>	<b>(331,646.85)</b>
<b>Net Income / (expenditure) resources before transfer</b>	<b>103,467.91</b>	<b>(83,649.94)</b>	<b>-</b>	<b>19,817.97</b>	<b>(41,996.74)</b>
<b>Transfers</b>					
Gross transfer between funds-in	-	-	-	-	-
Gross transfer between funds-out	-	-	-	-	-
<b>Other recognised gains / losses</b>					
Gains/losses on investment assets	-	-	-	-	-
Gains/Loss on revaluation, fixed assets, Prior Yr Loss	-	-	-	-	(86,083.51)
<b>Net movement in funds</b>	<b>103,467.91</b>	<b>(83,649.94)</b>	<b>-</b>	<b>19,817.97</b>	<b>(128,080.25)</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>(110,763.40)</b>	<b>-</b>	<b>-</b>	<b>(110,763.40)</b>	<b>17,316.85</b>
<b>Total funds carried forward</b>	<b>(7,295.49)</b>	<b>(83,649.94)</b>	<b>-</b>	<b>(90,945.43)</b>	<b>(110,763.40)</b>

**Statement of financial position**  
**As of March 31, 2023**

<b>Assets</b>	<b>March 2023</b>
<b>Current Asset</b>	
Cash at bank	15,986.92
	<u>15,986.92</u>
<b>Liabilities</b>	
Creditors	-
Faith Star Repayment Plan	(17,000.00)
HMRC PAYE Repayment Plan	(38,714.12)
HSBC Bounce Back Loan	(32,388.74)
Sheffield CC Rates - Parkway	(6,579.49)
KEITH ALLGOOD COVID LOAN	(12,250.00)
	<u>(106,932.35)</u>
<b>Net Assets</b>	<b><u>(90,945.43)</u></b>
<b>Equity</b>	
Opening Reserve / Capital	(68,766.66)
Retained Earnings	(41,996.74)
Current Year Surplus/(Deficit)	19,817.97
	<u>(90,945.43)</u>

Difference -



**National Emergency Services Museum**  
**Analysis of income and expenditure**  
**Selected period: 01 April 2022 to 31 March 2023**

	General	Designated	Restricted	Endowment	This year	Total Last year
<b>Income and endowments from:</b>						
<b>Donations and legacies</b>						
1200 - Grants Restricted	-	-	-	-	-	93,060.00
COVID assist	-	-	-	-	-	-
1300 - Grants Unrestricted	22,000.00	-	-	-	22,000.00	71,008.43
21200 - Donations Non Gift Aid	4,416.83	-	-	-	4,416.83	27,754.89
21300 - Donations Gift Aid	13,844.79	-	-	-	13,844.79	-
21400 - Gift Aid Recovered	-	-	-	-	-	1,250.00
<b>Donations and legacies Totals</b>	<b>40,261.62</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,261.62</b>	<b>193,073.32</b>
<b>Income from charitable activities</b>						
1999 - Transfer Between Funds Grants	-	-	-	-	-	-
31600 - Membership Income	-	-	-	-	-	-
4000 - Education Outreach	2,000.00	-	-	-	2,000.00	(672.00)
4010 - Education Takeover	3,450.00	-	-	-	3,450.00	-
4500 - Website Hosting & other IT income	-	-	-	-	-	-
6000 - Entrance Fees	140,065.72	-	-	-	140,065.72	9,039.32
6400 - Card and Cash Discrepancies	-	-	-	-	-	-
7000 - Collections	-	-	-	-	-	-
7100 - Collections Permanent	-	-	-	-	-	-
7200 - Collections Loans and Hire	-	-	-	-	-	-
8000 - Operational Fleet	-	-	-	-	-	-
8100 - Historic Fleet	-	-	-	-	-	-
<b>Income from charitable activities Totals</b>	<b>145,515.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>145,515.72</b>	<b>8,367.32</b>
<b>Other trading activities</b>						
3000 - Gift Shop	33,916.75	-	-	-	33,916.75	2,860.84
4300 - Venue hire	1,780.00	-	-	-	1,780.00	118.00
5000 - Coffee Shop	38,056.79	-	-	-	38,056.79	473.40
9000 - Events	6,135.00	-	-	-	6,135.00	150.00
9010 - Event In house	300.00	-	-	-	300.00	-
Talks and Workshops	1,523.00	-	-	-	1,523.00	-
Group visits	3,042.50	-	-	-	3,042.50	-
School visits	21,849.00	-	-	-	21,849.00	-
School Loan Box	440.00	-	-	-	440.00	-
Vehicle hire	4,200.00	-	-	-	4,200.00	-
Fire Engine Rides	11,135.37	-	-	-	11,135.37	-
Birthdays	816.00	-	-	-	816.00	-
Ghost hunts	5,800.00	-	-	-	5,800.00	-
<b>Other trading activities Totals</b>	<b>128,994.41</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>128,994.41</b>	<b>3,602.24</b>
<b>Investments</b>						
<b>Investments Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other income</b>						
1110 - Other Income	-	-	-	-	-	-
1120 - Undeposited Local Cash	-	-	-	-	-	-
1130 - Petty Cash	-	-	-	-	-	-
1400 - Loans	-	-	-	-	-	50,000.00
3200 - Refund Income	5,066.75	-	-	-	5,066.75	11,647.92
<b>Other income Totals</b>	<b>5,066.75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,066.75</b>	<b>61,647.92</b>
<b>Income and endowments Grand totals</b>	<b>319,838.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>319,838.50</b>	<b>266,690.80</b>
<b>Expenditure on:</b>						
<b>Raising funds</b>						
<b>Raising funds</b>						
11145 - Card and Till Machine Exp	5,193.64	-	-	-	5,193.64	1,632.20
13000 - Gift Shop Exp	-	-	-	-	-	3,260.89
15000 - Coffee Shop Exp	34,469.71	-	-	-	34,469.71	2,724.12
19000 - Events Exp	5,133.47	-	-	-	5,133.47	250.00
<b>Raising funds Totals</b>	<b>44,796.82</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,796.82</b>	<b>7,867.21</b>

<b>Expenditure on charitable activities</b>						
11112 - Pensions Exp	4,489.29	-	-	-	<b>4,489.29</b>	3,251.68
11115 - Postage Exp	-	-	-	-	-	18.59
11117 - Insurance Exp	22,817.98	-	-	-	<b>22,817.98</b>	16,379.59
11119 - Consultancy Fees Exp	-	-	-	-	-	2,000.00
11131 - Staff and Volunteer Training Exp	-	-	-	-	-	-
11141 - Payroll Service Exp	-	-	-	-	-	938.40
11150 - Building Maintenance and Repairs	7,516.01	-	-	-	<b>7,516.01</b>	69,050.93
11200 - Grant Funds Restricted Exp	-	-	-	-	-	-
11300 - Grant Funds Unrestricted Exp	-	-	-	-	-	-
11500 - Payroll Exp	-	-	78,746.96	-	<b>78,746.96</b>	74,415.04
11700 - Rent Exp	27,100.00	-	-	-	<b>27,100.00</b>	10,240.00
14000 - Education Exp	-	-	2,683.14	-	<b>2,683.14</b>	7,168.42
17000 - Collections Exp	911.36	-	-	-	<b>911.36</b>	3,356.46
17100 - Collections Permanent Exp	-	-	-	-	-	-
17200 - Collections Loan & Hire Exp	-	-	-	-	-	63.00
18000 - Operational fleet Exp	-	-	-	-	-	-
18100 - Historic Fleet Exp	-	-	-	-	-	-
31100 - Volunteer Expenses	19.71	-	2,219.84	-	<b>2,239.55</b>	857.50
31200 - Marketing and Advertising	18,114.69	-	-	-	<b>18,114.69</b>	12,535.49
31400 - Vehicle Maintenance Historical and Operational	21,715.54	-	-	-	<b>21,715.54</b>	5,661.91
31500 - Stationary Exp	-	-	-	-	-	2,891.76
31700 - Travel and Parking Exp	4,227.61	-	-	-	<b>4,227.61</b>	-
31800 - Utilities Exp	21,763.61	-	-	-	<b>21,763.61</b>	14,429.10
31900 - Fuel Exp	5,468.41	-	-	-	<b>5,468.41</b>	503.21
32800 - HMRC Exp	12,238.50	-	-	-	<b>12,238.50</b>	-
32900 - Staff Expenses Claims	569.15	-	-	-	<b>569.15</b>	-
<b>Expenditure on charitable activities Totals</b>	<b>146,951.86</b>	-	<b>83,649.94</b>	-	<b>230,601.80</b>	<b>223,761.08</b>
<b>Other expenditure</b>						
11121 - Business Rates	1,120.18	-	-	-	<b>1,120.18</b>	1,638.40
11130 - Petty Cash Exp	-	-	-	-	-	-
11600 - Governance Costs	6,317.76	-	-	-	<b>6,317.76</b>	-
11800 - Transfer Between funds	-	-	-	-	-	-
11900 - Misc Exp	-	-	-	-	-	889.27
21110 - Loan Repayments	1,698.20	-	-	-	<b>1,698.20</b>	5,000.00
31300 - Account Services EXP	2,745.00	-	-	-	<b>2,745.00</b>	1,600.00
32500 - Storage Exp	-	-	-	-	-	14,882.00
32700 - IT Exp	2,859.29	-	-	-	<b>2,859.29</b>	1,350.76
33000 - Subscriptions and memberships	2,803.75	-	-	-	<b>2,803.75</b>	570.45
33050 - Refund	524.00	-	-	-	<b>524.00</b>	-
33100 - Bank Charges	326.86	-	-	-	<b>326.86</b>	-
40000 - Exhibitions Expenditure	6,226.87	-	-	-	<b>6,226.87</b>	12,826.29
<b>Other expenditure Totals</b>	<b>24,621.91</b>	-	-	-	<b>24,621.91</b>	<b>38,757.17</b>
<b>Expenditure Grand totals</b>	<b>216,370.59</b>	-	<b>83,649.94</b>	-	<b>300,020.53</b>	<b>270,385.46</b>

## INDEPENDENT EXAMINER'S REPORT TO THE NATIONAL EMERGENCY SERVICES MUSEUM

I report on the accounts of The National Emergency Services Museum for the year ended 31st March 2023

### Respective responsibilities of the PCC and examiner

The National Emergency Services Museum is responsible for the preparation of the accounts. The National Emergency Services Museum considers that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145(5)(b) of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission; and
- To state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by The National Emergency Services Museum and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from The National Emergency Services Museum concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

1 Concourse Way,  
Acero,  
Sheffield  
S1 2BJ



Signed Independent Examiner  
Shahida Siddique