

# WIMBLEDON WINDMILL MUSEUM CIO

Registered Charity No. 1162544

Windmill Road, Wimbledon Common, London SW19 5NR

## TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2020

The Trustees present their report with the financial statements of the Wimbledon Windmill Museum Charitable Incorporated Organisation ('the CIO') for the year ended 31st December 2020, which comply with the CIO's constitution and applicable law and accounting requirements.

### Constitution and Objects

The CIO was constituted with the following objects:

- (1) To provide for the advancement of public education by the provision of the Wimbledon Windmill Museum comprising the existing collection of exhibits and other items displayed therein and within its curtilage together with any additional exhibits and other items which may from time to time be acquired by the CIO, and to preserve the same as a collection; and
- (2) To form, establish and support and to aid in the formation, establishment and support of any other charitable companies, institutions, associations, trusts or societies formed for objects similar to those objects set out above.

### Trustees

The following served throughout the year:

ASIF MALIK (Chair)	Appointed 20 July 2016 (Reappointed 29 April 2020)
DAMARIS ALBARRAN	Appointed 21 February 2018 (Resigned 14 January 2021)
STEIN BIRKELAND	Appointed 2 August 2017 (Reappointed 11 August 2020)
PETER COBLEY	Appointed 15 July 2015 (Reappointed 10 August 2021)
REENA PASTAKIA	Appointed 21 August 2018 (Reappointed 10 August 2021)
BILL HAKES	Appointed 5 April 2017 (Reappointed 29 April 2020, Resigned 10 August 2021)

In addition, RHYS TORRINGTON was appointed on 22 January 2020. LINDA ROBERTS (appointed 15 July 2015 and reappointed 15 July 2016) resigned on 22 January 2020.

### Hon. Treasurer

REENA PASTAKIA F.C.A., F.R.S.A.,

### Hon. Curator

NORMAN PLASTOW M.B.E., F.R.I.B.A.

### Bankers and Independent Examiner

#### Bankers

National Westminster Bank plc  
16 Wimbledon Hill Road  
Wimbledon  
London SW19 7NN

#### Independent Examiner

S. Ingall A.C.A.  
1 Walham Rise  
Wimbledon Hill Road  
London SW19 7QY

## **Review of Activities**

2020 was set to be an exciting year for Wimbledon Windmill Museum with various events planned including a public celebration to mark the completion of the proposal for a Masterplan for Wimbledon and Putney Commons. The Covid-19 pandemic disrupted these plans along with other initiatives including engaging further with local schools and increasing visitor numbers and donations. As a result the focus for the remainder of the year shifted to three core areas: raising sufficient funds to ensure the organisation can survive, planning for a safe reopening with sufficient investment in PPE and covid-safety measures, and maintenance of the collection and the windmill.

The Trustees were overwhelmed by the support shown by the local community following the launch of our Crowdfunder campaign to raise funds to pay our essential running costs. Within two weeks we had reached our target and could focus on the longer term. A total of £5,566 was raised including £2,000 kindly donated by Bayley and Sage. Additionally, two bids during the year to the Heritage Emergency Fund (HEF) were successful resulting in grants of £8,200. This money was to be used for repair and conservation of artifacts, certain running costs and to prepare the museum for its reopening. So far in 2021 we have also been fortunate to receive funding from Heritage Compass of £2,500 to assist with running costs as well as £20,000 from Merton Council to assist with new lighting in the Windmill and new gravel in the forecourt.

£6,198 of 2020 expenditure was covered by the grants and Crowdfunder donations. There was a decrease in General Funds of £1,089 because the significantly reduced income due to the museum's closure did not fully cover other expenditure.

We do not expect to reopen until 2022 as many of our volunteers fall within the vulnerable category and we are struggling to obtain the minimum numbers required to operate safely. We are currently actively recruiting for new volunteers and will monitor the situation closely. In the interim, we will focus on building engagement with the local community. We plan to continue not charging for entry during normal opening hours but are investigating ways to increase donations including new donations boxes, the use of QR codes for electronic donations and clear messaging that donations are required for the ongoing running of the Windmill and training of volunteers.

It should be noted that monies relating to the grant of £126,000 received in 2019 from the National Lottery Heritage Fund (NLHF) are managed by the WPCC and have not been included in these financial statements. The majority of this grant has been used for the creation of a Masterplan of the Commons, articulating how the landscape and built assets relate to one another, looking at interpretation, education, volunteering, visitor facilities, perimeter conditions and landscape management. Due to delays resulting from the pandemic, it is expected that this document will be delivered by December 2021.

The Trustees are grateful for the support received from the local community throughout the pandemic.

## **Trustees**

During the year Rhys Torrington was welcomed as a new Trustee. Linda Roberts stood down in January. Reena Pastakia stepped down as honorary Treasurer in August 2021. We are delighted to announce that Donald Broad has taken on the role. Reena will continue in her role as a Trustee.

Peter Cobley (a Trustee appointed by the Society for the Protection of Ancient Buildings) was reappointed a trustee notwithstanding the age limitation in the CIO's constitution in view of his expertise in the field of Windmills. The reappointment has been approved by SPAB.

## **Reserves Policy**

The Trustees have agreed a Reserves Policy to ensure that sufficient funds are held at all times to cover such items as working capital, unforeseen unavoidable expenditure or an unexpected cessation of income. The Trustees have agreed that £12,000 is sufficient for this purpose. At 31<sup>st</sup> December 2020, a further sum of £25,798 was held for longer-term purposes including future museum improvements. A smaller amount of £7,568 was held in a restricted fund and related to funds not yet spent from the HEF grants and the Crowdfunder donations. These have now been fully consumed.

In May 2020, restricted funds of £1,647 that were held for purposes connected with the Big Draw event that has taken place from time to time at the Windmill, were derestricted by the Trustees. This was with the kind agreement of the donor.

## Responsibilities of the Trustees

The Trustees are required to prepare financial statements that give a true and fair view of the CIO's financial activities and of its financial position at the end of each financial year. They are required to manage the CIO in accordance with its constitution and to maintain suitable accounting records in order to comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Asif Malik', is written on a light blue rectangular background.

30 August 2021

**Asif Malik, Chairman**

**Date .....**

**WIMBLEDON WINDMILL MUSEUM CIO**  
**FINANCIAL STATEMENTS FOR THE YEAR**  
**ENDED 31st DECEMBER 2020**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31st DECEMBER 2020**

	Notes	<u>2020</u> General Fund	<u>2020</u> Restricted Funds	<u>2019</u> General Fund	<u>2019</u> Restricted Funds
		£	£	£	£
<b>Income</b>					
Admissions: Group visits	1, 4	162	-	754	-
Grants received			8,200	-	-
Donations received		550	5,566	3,661	-
Gift Aid		389	-	523	-
Interest on bank accounts		75	-	162	-
Museum Shop Sales		221		3,429	
Stock at 1st January		2,625		1,373	
Add: Purchases		275		3,039	
		2,900		4,412	
Less: Stock at 31st December	3	2,619		2,625	
Cost of sales		281		1,787	
Surplus on Sales		(60)		1,642	
<b>TOTAL INCOME</b>		<b>1,116</b>	<b>13,766</b>	<b>6,742</b>	<b>-</b>
<b>Expenditure</b>					
Fixtures and fittings	2	-	1,158	-	-
Museum improvements	2	-	450	-	-
Museum running costs	5	451	2,312	2,282	-
Repairs and maintenance		43	1,810	2,123	-
Insurance		1,142	256	1,393	-
Publicity and advertising		507	80	314	-
Volunteer engagement		-	32	433	-
Events		-	-	322	-
Subscriptions to museum bodies		62	100	160	-
Trustee expenses		-	-	-	-
<b>TOTAL EXPENDITURE</b>		<b>2,205</b>	<b>6,198</b>	<b>7,027</b>	<b>-</b>
<b>MOVEMENT IN FUNDS</b>		<b>(1,089)</b>	<b>7,568</b>	<b>(285)</b>	<b>-</b>
<b>FUND BALANCES BROUGHT FORWARD</b>		<b>37,240</b>	<b>1,647</b>	<b>37,525</b>	<b>1,647</b>
<b>DERESTRICTION OF FUNDS</b>	11	<b>1,647</b>	<b>(1,647)</b>		
<b>FUND BALANCES CARRIED FORWARD</b>		<b>37,798</b>	<b>7,568</b>	<b>37,240</b>	<b>1,647</b>

# WIMBLEDON WINDMILL MUSEUM CIO

## BALANCE SHEET AS AT 31st DECEMBER 2020

	Notes	2020 £	2020 £	2019 £	2019 £
<b>Current Assets</b>					
Stock for resale	3	2,619		2,625	
Debtors and prepayments	7	878		657	
Cash at bank and in hand					
Deposit accounts	8	31,655		31,580	
Current account and in hand	9	10,214		4,876	
			45,366		39,738
<b>Current Liabilities</b>					
Creditors			-	(851)	
<b>Net Assets</b>			<u>45,366</u>	<u>38,887</u>	
<b>FUNDS</b>					
<b>General Fund</b>					
Contingency Reserve	10		12,000	12,000	
Unrestricted Income Fund			25,798	25,240	
<b>Restricted Funds</b>	11		<u>7,568</u>	<u>1,647</u>	
			<u>45,366</u>	<u>38,887</u>	

### Notes to the Financial Statements

#### a. Basis of preparation and accounting policies

The Financial Statements have been prepared in accordance with Statement of Recommended Practice SORP (FRS 102) under the Charities Act 2011. The main accounting policies are:

1. Income is recognised when received.
2. The cost of museum improvements (£450 in 2020 and nil in 2019), fixtures and fittings (£1,158 in 2020 and nil in 2019) and collection items (nil in 2020 and in 2019) are recognised as expenses as incurred. The collection is currently valued for insurance purposes at £152,960.
3. Stock is valued at the lower of cost or net realisable value as certified by the Trustees.

#### b. Other information

4. No charge was made for entry to the museum other than for group visits.
5. This includes heating and lighting costs of £719, cleaning costs of £246 and rent of £25 under a 25 year lease from the WPCC due for renewal in 2023.
6. No Trustee has received any remuneration, either directly or indirectly.
7. Prepayments of £537 relate to the security alarm maintenance contract and £341 to insurance.
8. £26,980 is held in the CCLA COIF charities deposit fund and £4,675 in a NatWest business reserve account.
9. This includes a cash float of £46 used in the shop.
10. The Trustees have agreed that a Contingency Reserve of £12,000 should be maintained.
11. Restricted Funds relate to monies received from the Heritage Emergency Fund (£4,310) and the Save the Windmill Crowdfunder campaign (£3,258) remaining to be spent in 2021 on a covered display enclosure and museum running costs. In May 2020, with the donor's agreement, £1,647 previously held as Restricted Funds for the Big Draw were derestricted by the Trustees.

Approved by the Trustees

Date 30-Aug-21



Asif Malik, Chairman



Reena Pastakia, Hon. Treasurer

**WIMBLEDON WINDMILL MUSEUM CIO**

**Registered Charity No. 1162544  
5NR**

**Windmill Road, Wimbledon Common, London SW19**

Financial Statements for the Year Ended 31st December, 2020

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WIMBLEDON  
WINDMILL MUSEUM CIO**

I have examined the Financial Statements of the Wimbledon Windmill Museum CIO for the year ended 31st December 2020 and confirm that they have been correctly prepared and are in accordance with the books and records.

Signed



Simon Ingall ACA

Date 13/8/21