

LYMM HERITAGE INFORMATION CENTRE

England & Wales · Charity number 1164961

Details

Other names LHC

Status Registered

Legal form CIO

Registered 2015-12-22

Register [View on the Charity Commission register](#)

Contact

Address 1 Legh Street
Lymm
WA13 0DA

Phone 01925754080

Website www.lymmhic.co.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC BY PROVIDING AND MAINTAINING A HERITAGE CENTRE AND MUSEUM FOR THE EXHIBITION TO THE PUBLIC OF OBJECTS, DOCUMENTS, PHOTOGRAPHS AND OTHER ITEMS CONNECTED WITH THE HISTORY OF LYMM, CHESHIRE AND SURROUNDING DISTRICT.

Activities: The purpose of the charity is to advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Warrington

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£23,069	£23,738	-	-
2024-12-31	£22,463	£22,297	-	-
2023-12-31	£20,495	£24,375	-	-
2022-12-31	£24,422	£27,558	-	-
2021-12-31	£52,451	£26,593	-	-

Trustees

Name	Role	Appointed
ALAN RICHARD WILLIAMS	Chair	2015-12-07
GLYNIS ALLEN		2015-12-07
Mark Linnell		2018-08-23
PATRICK KNOWLES		2017-01-30
Peter Graham		2023-09-23
Suzanne Kellett		2023-09-23

LYMM HERITAGE INFORMATION CENTRE

England & Wales - Charity number 1164961

Accounts

Lymm Heritage Information Centre Trustees Annual Report for the Year ending 31st December 2025

Reg Charity 1164961



TRUSTEES' ANNUAL REPORT 2025 – CONTENTS

1.	Introduction	2
2.	Objectives	2
3.	Governance and Management	2
4.	Financial Report	3
5.	Exhibitions	4
6.	Learning	5
7.	The Lymm Archive	5
8.	IT Team	6
9.	Volunteers	7
10.	Friends & Sponsors	8
11.	Additional / Miscellaneous Activities	8
12.	Marketing & Promotion	8
13.	On-line presence	9
14.	Retail	9
15.	The Year Ahead	9

ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2025

Receipts and Payments account

Statement of Assets & Liabilities

1. Introduction

The trustees present their report for the year ended 31st December 2025.

Lymm Heritage Information Centre is a registered charity. It was originally formed and constituted as a volunteer group in January 2015 and became registered as a Charitable Incorporated Organisation (Lymm Heritage information Centre No 1164961) on 22 December 2015. The address of the charity is Lymm Heritage Centre, 1 Legh Street, Lymm, WA13 0DA.

The Heritage Centre first opened its doors to the public as an exhibition centre on 22 June 2017 and by the end of 2025 the Centre had welcomed 44,563 visitors on public open days. Visitor numbers for 2025 totalled 5,300. These figures do not include visiting groups and education sessions with schools. These visitor numbers compare to 4,882 in 2024 and 6,130 in 2023. High visitor numbers in February and March for the Breach! Exhibition were partly offset by very low numbers in early autumn.

The Lymm Digital Archive (aka LyDiA) continued to thrive with over 6,000 images now on the archive.

Extensive use was made of social media to maintain contact with Facebook followers across the Lymm Heritage page and the Lymm Memories group.

Financially, the Centre recorded a small deficit of £669. The Centre continues to hold very strong reserves. More detail is contained in the Financial Report.

The Centre runs smoothly but this is only because a large part of the burden is carried by the trustees themselves. There is an ongoing need to spread workload whilst also bringing in new perspectives, insights, and more specialised skills.

2. Objectives

Our Registered Charity constitution states our overall objective as:

“To advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district.”

3. Governance and Management

The Trustees are:

Alan Williams – Chair, Exhibitions Development and Publicity

Patrick Knowles – Treasurer

Glynis Allen – Lymm Archive Co-ordinator

Mark Linnell – Volunteer Co-ordinator

Peter Graham - Exhibitions and Building

Suzanne Kellett

As a very small charity the trustees effectively operate as the management team too but are backed up by several sub-groups led by or with key members as follows:

Object and artefact archiving – Vacant
 Centre volunteers - Mark Linnell
 Education - Sandra Surtees.
 Oral history (dormant) - Glynis Allen
 Premises – Peter Graham
 Finance - Patrick Knowles
 Exhibitions - Alan Williams
 Research - Roger Hannam
 Friends’ Admin - Patrick Knowles/Chris Wakefield
 ICT lead - Carol Sparkes
 Retail - Alan Williams/Patrick Knowles
 Room Hire - Patrick Knowles/Alan Williams
 Group visits - Alan Williams
 Displays - Colin & Janet Grimes
 Walks lead – Patrick Knowles
 Lymm Memories Facebook group admin - Diane Kerfoot

4. Financial report

During the year ended 31 December 2025 the charity had income of £23,069 and made payments of £23,738 resulting in a net deficit of £669. This compares to a small surplus of £166 in 2024. Full details are included in the accounts at the end of this report.

Generating sufficient income to cover costs has been a real challenge in recent years so producing a very small net total deficit of only c. £500 in the past two years is pleasing.

Income increased by some £600 compared to 2024 and payments grew by c. £1,400. Total donations grew by over £600; room hire by c. £500 and interest income increased by c. £1,300 reflecting higher interest rates. Retail sales reduced considerably by 35% but the reduction was more than offset by the increases in other income sources.

The trustees are very grateful to all those individuals and bodies who have made donations during the year – especially Friends and Lymm Historic Transport Day. Donation income included:

	2025 £	2024 £
Public donations	2,484	1,909
Friends of Lymm Heritage Centre	2,181	2,463
Lymm Historic Transport Day	3,000	3,000
Other donors	504	160
Total	8,169	7,532

Turning to expenditure, the charity's most significant cost was the rent of £1,000 per month. It should be remembered however that the Centre's landlord gave the charity a very generous initial three-year rent free period to help the Centre get established.

Capital expenditure of £1,993 included a book scanner to facilitate book scanning for the digital archive and additional exhibition display panels for the newly opened exhibition space at the Centre.

Cash

At the end of 2025 the charity had cash at bank and in hand balances totalling £109,403 – a decrease of £669 from £110,072 at the beginning of the year.

The year ahead and longer term

Longer term our cash flow projection shows that the Centre is likely to incur annual operating costs, excluding new exhibition spend and capital expenditure, of around £22,000 at current prices. As ever, it will be a challenge to generate sufficient income to cover these costs as well as capital expenditure, new exhibition costs and repair and replacement costs as the Centre and assets age. We are fortunate to have substantial cash reserves to act as a buffer.

A substantial proportion of our annual costs will be fixed (60% to 75%) and this has been borne in mind when setting our reserves' policy – see below.

Reserves policy

The charity's policy is that unrestricted reserves represented by cash and liquid balances should not exceed, for an extended period, an amount equivalent to four years anticipated unrestricted expenditure. This means that the charity could continue to operate for a significant period where income was considerably lower than forecast unrestricted expenditure and/or costs higher than expected.

At the end of 2025, the charity's unrestricted reserves amounted to £106,321 (cash £109,403 plus debtors £2,477 less creditors/accruals £484 less provision for dilapidations on ultimate closure of the Centre £5,075). At the end of 2024, reserves on the same calculation basis were £107,545.

£106,321 compares to a long-term policy **maximum** of approximately £100,000 to £110,000.

5. Exhibitions



Following the catastrophic breach and subsequent closure of the Bridgewater Canal at

Dunham on New Year's Day 2025, the Centre mounted a temporary exhibition about the breach and its historic context in the light of previous breaches and the original construction of the canal. Almost 1,150 people visited the Centre during the first two months of the exhibition – some 400 above the same period in the previous year. Many of the visitors had not visited the Centre before and the exhibition generated record donation income.



The second major temporary exhibition of the year, entitled “Lymm in Living Memory”, opened on 1ST November and told the story of post war Lymm via photographs, reminiscences and an interactive map.

A small window display was mounted to recognise the 80th anniversary of VE Day and honour Lymm’s only civilian fatality of World War 2 – ARP warden Mr Alexander Grice.

All temporary exhibitions and front window displays were installed by Colin and Janet Grimes. In addition, they also designed our annual Remembrance and Christmas windows to their usual high creative standard.

6. Learning.

The education team was led throughout the year by Sandra Surtees, a retired Primary Head. Sandra was assisted by some eight volunteers – most of whom formerly worked in education.

A good number of sessions were run for local schools on a variety of topics.

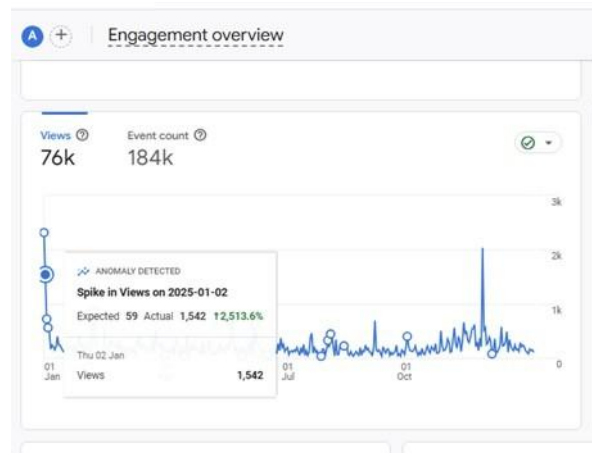
Income from education activities was £1,040 – down by £474 compared to the previous year. The reduction was principally due to the curtailment of the activity noted below – owing to the late arrival of the historic flyboat Saturn due to a temporary canal closure.

In addition to the sessions run by the main team, three days of education activity were scheduled to run during June in conjunction with the Ellesmere Port Boat Museum education team and the staff of the flyboat Saturn, an educational charity. The sessions were co-ordinated, as they have been from the outset, by Mary Trotter. Four class groups from various schools in the area were due to learn about many aspects of life on a working canal boat. Unfortunately, the late arrival of Saturn, because of a stoppage on the canal, meant that only one-half day session could take place.

7. The Lymm Archive

Analysis from Google analytics continues to illustrate the remarkable merit of The Lymm Archive, and not only from those who visit to the Centre, but also to our now thousands of social media followers across the world. Visitors from Australia, New Zealand, France, Germany, Ireland and the USA just to name but a few!

A comparison of the Archive’s usage in 2025 versus 2024 showed that the site had had 16,535 active users - which was a huge and unexpected 153 % increase from the previous 6,544 users in 2024. However, this unusual spike of events as can be seen, was generated by the massive increase of search requests relating to the canal breach that had occurred on New Year’s Day – see below.



Moreover, community engagement and liaison with other local photographers namely Alan Edwards and Kenneth Fisher subsequently ensued - where they too had also captured a 'similar moment in time' from the previous canal breach in 1971. From this and combined with images from The Bill Todd Collection and the Centre's lead photographer Alan Taylor, led to yet another and very informative exhibition at the Centre. Exceptional work from both Alan Taylor and Carol Sparkes continues to maintain and oversee every aspect of our digitisation processes. This, plus the combined expertise and experience from our software supplier, Townsweb Archiving has proven invaluable. They are always on hand in providing flexible and innovative solutions, seamlessly matched to our needs.

This overview of the Archive's achievements over 2025 however, would not be complete without acknowledgement and huge thanks to the Lymm Historic Transport Day Committee and volunteers whose generous donation enabled the Centre to purchase a professional book and document scanner. This will now enable the Archive to further improve its efficiency within digitisation with both advanced optical scanning recognition (OCR) through our Book Explorer 3D technology - whilst paired with our 'Handwritten Text' recognition. All new major steps in our commitment in sharing and preserving Lymm's heritage for many generations to come.

8. IT team

2025 saw a year of consolidation activities by the ITC team, bringing stability to the technical infrastructure, a continued focus on usability and business as usual operations by the team.

The new document scanner is now fully set up and training sessions held. After a few software issues, the "quality" flat-bed scanner has been re-set up to operate with a good level of automation for print scanning and again, training sessions held.

One value-added activity this year has been the introduction of a pictorial version of the technical Inventory, making it much easier to identify items which form part of the technical infrastructure.

The team has also persevered with the off-site back-up solution offered by Warrington Museum, despite their continued inability to provide the networked facility offered. We are now just depositing a periodic hard copy back-up with the museum, in the absence of their networked solution.

Following the end of support for Windows 10 by Microsoft, the team has been successful in obtaining a one-year extension of security updates from Microsoft at no extra charge. This has afforded the team time to establish a project to review dependencies on Windows 10 across the Heritage Centre's technical portfolio, review the levels of risk and identify hardware and software requirements where replacement of equipment is required to move to Windows 11. The project will continue into 2026 and it has already been established that the Centre's main PC and its software plus part of its back-up solution will have to be replaced. This is in accordance with the strategy reported in last year's ICT Report.

Another project that the ICT Team has just started to support is a joint-endeavour with a local third party which will require supplementing the local platform arrangements (PC and Google Drive plus working and back-up practices) to enable the Lymm Archive to accommodate a possible substantial number of new incoming images, and to provide traceability for the third-party. This project is currently in a pilot and design stage and may continue beyond 2026.

Thanks are due to ICT volunteers Carol Sparkes, Chris Norton and Pauline Hobin for their continued support and enthusiasm, and without whom the team would be unable to operate as effectively as it does.

9. Volunteers

It takes a huge amount of volunteer effort to keep the Heritage Centre running efficiently and professionally. Stewarding, education, IT, archiving, research, display, retail, room hire, admin & finance and social media have all been covered to a high standard by members of the team albeit a disproportionate amount of responsibility tends to fall on a small core group.

Lymm Heritage Centre opens Thursday to Sunday afternoons (12 noon to 4pm) throughout the year, staffed by many of those volunteers. Inevitably there is some "churn" in that team as volunteers step down for various reasons, typically ill health. In all the Centre has approximately 30 volunteers who are actively involved at least once a month. This number has fallen slightly since 2022. The demographic is not surprisingly heavily biased towards retired people. Most volunteers join for the opportunity to do room stewarding. As always, there is scope for volunteers who would like to take a lead in key roles such as marketing and exhibition management.



A well-attended volunteers' social event was held for volunteers in December. It was also attended by the High Sheriff of Cheshire, Joelle Warren. Part of her role is to promote and support the voluntary sector in the county and give encouragement to voluntary organisations.

The trustees wish to thank all volunteers for their efforts and contributions during the year, recognising that the Centre and

supporting activities could not operate without their time and dedication.

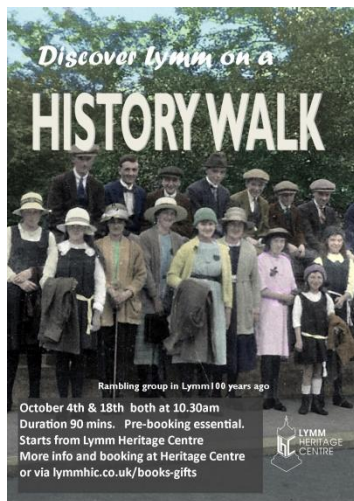
10. Friends and Sponsors

Income from our Friends scheme this year generated £2,508, compared to £2,716 in 2024. The small number of new Friends recruited in the year were insufficient to offset those who sadly passed away or decided not to renew. Membership remains at £12 per individual and £20 per couple/family.

In late 2023 on cost grounds, it was decided not to continue the contract with the company that provided the functionality via our website for Friends to pay by card or direct debit. This saves c. £400 per year. Now, as far as possible, we encourage membership payment by a recurring method such as standing order.

Some of our Friends go on to become volunteers or to support in other ways. We also have a business sponsor at £100 p.a. Friends and sponsors provide a vital, regular source of income. We are keen to grow this area as much as possible but need to introduce the scheme to visitors more proactively.

11. Additional / Miscellaneous Activities



History walks, led by Patrick Knowles and Carol Kerry, were the Centre's contribution to Lymm Festival this year and so popular were they that several more followed. The plan is to expand the walks programme in 2026. A walk of a different kind was a feature of our contribution to Heritage Open Days in partnership with St Mary's Church, specifically a tour of the graveyard to learn about the remarkable lives of some of its occupants.

At the request of Lymm Parish Council, a film about Lymm in wartime was made for VE day 80th anniversary commemorations, shown both at a village hall event and in the Centre.

In the run up to Christmas, the Centre not only displayed "A Christmas Carol" themed tree at the St Mary's Christmas Tree festival but provided a 25-minute film of Lymm in Winter for the new AV display facility at the church.

Occasional talks were given to outside groups such as neighbouring history societies and WI groups.

The Centre is a participating member of the Warrington Heritage Network, the Museums of Cheshire Group and AIM - the Association of Independent Museums.



12. Marketing & Promotion

A look back through previous annual reports will show that we constantly underspend and underachieve in this area. The low and below budget spend would at first appear to help us achieve

break-even or close to on an annual basis, but a well-co-ordinated marketing programme has the potential to generate awareness, footfall, donation and spend, generally contributing to the growth and prosperity of the Centre. It's an area where many try to make their living and so finding professional quality resource prepared to work on a voluntary basis will likely remain a challenge.

Marketing and promotion rely on Facebook posts, local noticeboard posters and the occasional advert in Lymm Life.

13. On-line presence

Facebook is our main area of interaction. The Heritage Centre page grew by 3.6% over the year to end the year with 3,182 followers. Concerted effort in conjunction with marketing could probably raise this number more quickly. Facebook continues to be a zero-cost way of accessing a focused audience. Posting though was somewhat sporadic through the year and was focused more on promoting events than in history story sharing. The Community page, Lymm Memories, is administered on our behalf by Diane Kerfoot. It was invaluable in 2025 as a resource for encouraging reminiscences that were fed into the Lymm in Living Memory exhibition.

The website is comprehensive but has received little attention in 2025 other than maintenance and would benefit from a design review where the current trend appears to be – “simplify”.

Our online presence is another area where more specialist expertise has the potential to give more impact. For example, we have an archive rich in imagery yet do not have an active Instagram account.

14. Retail

Retail again had a difficult year with total sales down by 35% from £5,482 to £3,561.

For the first time in many years, there was no new book published.

Book sales featuring varied aspects of Lymm history have long generated a significant proportion of overall sales. Over 5,000 books have been sold since 2017. It is perhaps inevitable, given a degree of market saturation, that the current and future market for such books will be a lot lower than the past.

Sales included old photos ordered as part of the refurbishment of The Bulls Head pub, and Lymm Parish Council contributed towards the production of a short film remembering Lymm during World War 2 as part of the 80th anniversary celebrations of VE Day.

15. The Year ahead

We have a realistic prospect of significant progress in several areas in the coming year thanks to enthusiastic support from a group of volunteers, some established, one new.

- Aim to consolidate three disparate systems for recording our relatively small collection of documents and artefacts with a view to publishing it for public access.
- Develop family friendly activities with a view to possible designated family days particularly during school holiday period.
- Develop at least one temporary exhibition to take advantage of the new exhibition space.
- Develop and expand our programme of walks and talks

- Produce at least one new publication – possibly based on the Lymm in Living Memory exhibition.

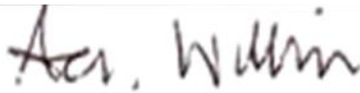
Other long-term aims are carried over without specific resource allocated to progress them:

- A coherent, focused marketing campaign aimed at increasing visitor numbers.
- Some new initiatives to “freshen” the core exhibition with new features.
- Recruitment of new Friends.

Contact Alan Williams – Chair of Trustees 07540 096282 lymmheritagecentre@gmail.com

TRUSTEES REPORT APPROVED 16th February 2026

Alan Williams, Chair of Trustees



Patrick Knowles, Treasurer



LYMM HERITAGE INFORMATION CENTRE
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2025

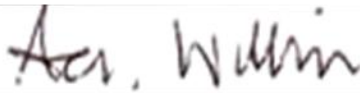
	2025	2024
	£	£
A1 RECEIPTS		
Donations	8,169	7,532
Sale of goods	3,561	5,482
Education income	1,040	1,514
Walks and talks	631	299
Room hire	4,224	3,715
Interest income	4,381	3,060
Gift Aid receipts	1,063	861
TOTAL RECEIPTS	<u>23,069</u>	<u>22,463</u>
A3 PAYMENTS		
Purchases of goods	750	1,269
Rent	12,000	12,000
Utilities and broadband	2,508	2,483
Insurance	1,074	1,009
Minor capital items	139	356
Software licences and support	1,942	1,880
Exhibition costs	1,681	666
Education costs	100	489
Publicity	150	410
Refreshments	51	26
Cleaning	91	100
Printing, postage & stationery	173	106
Subscriptions	91	-
Sundry expenses	824	559
Repairs and renewals	-	11
Retail goods selling costs	171	93
Sub total	<u>21,745</u>	<u>21,457</u>
A4 ASSET & INVESTMENT PURCHASES		
Other fixtures, fittings and equipment	1,993	840
Sub total	<u>1,993</u>	<u>840</u>
TOTAL PAYMENTS	<u>23,738</u>	<u>22,297</u>
NET (PAYMENTS)/RECEIPTS	(669)	166
Cash funds at 31 December 2024	<u>110,072</u>	<u>109,906</u>
Cash funds at 31 December 2025	<u>109,403</u>	<u>110,072</u>

LYMM HERITAGE INFORMATION CENTRE
STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2025

	31/12/2025	31/12/2024
	£	£
B1 CASH FUNDS		
Cash in hand	96	385
Cash at bank	109,307	109,687
	<u>109,403</u>	<u>110,072</u>
B2 OTHER MONETARY ASSETS		
Gift Aid debtor	817	834
Trade debtors		
Accrued interest receivable	1,660	1,688
	<u>2,477</u>	<u>2,522</u>
B4 ASSETS RETAINED FOR THE CHARITY'S OWN USE		
Retail stock	3,039	3,528
Exhibition blocks/display cases	9,960	8,616
Carpet	2,900	2,900
IT and electrical equipment	11,814	11,165
Exhibition models	3,383	3,383
Other fixtures, fittings and equipment	7,968	7,968
	<u>39,064</u>	<u>37,560</u>
B5 LIABILITIES		
Trade creditors	199	85
Accruals	285	414
Provision for dilapidations	5,075	4,550
	<u>5,559</u>	<u>5,049</u>

Signed by two trustees on behalf of all the trustees on 16th February 2026

Alan Williams, Chair of Trustees



Patrick Knowles, Treasurer



LYMM HERITAGE INFORMATION CENTRE

England & Wales - Charity number 1164961

Accounts

Lymm Heritage Information Centre Trustees Annual Report for the Year ending 31st December 2024

Reg Charity 1164961



TRUSTEES' ANNUAL REPORT 2024 – CONTENTS

1.	Introduction	2
2.	Objectives	2
3.	Governance and Management	2
4.	Financial Report	3
5.	Exhibitions	5
6.	Learning	6
7.	The Lymm Archive	6
8.	IT Team	7
9.	Volunteers	7
10.	Friends & Sponsors	9
11.	Additional / Miscellaneous Activities	9
12.	Marketing & Promotion	10
13.	On-line presence	10
14.	Retail	11
15.	The Year Ahead	12

ACCOUNTS FOR THE YEAR ENDING 31st DECEMBER 2024

Receipts and Payments account

Statement of Assets & Liabilities

1. Introduction

The trustees present their report for the year ended 31st December 2024.

Lymm Heritage Information Centre is a registered charity. It was originally formed and constituted as a volunteer group in January 2015 and became registered as a Charitable Incorporated Organisation (Lymm Heritage information Centre No 1164961) on 22 December 2015. The address of the charity is Lymm Heritage Centre, 1 Legh Street, Lymm, WA13 0DA.

The Heritage Centre first opened its doors to the public as an exhibition centre on 22 June 2017 and by the end of 2024 the Centre had welcomed 39,263 visitors on public open days. Visitor numbers for 2024 totalled 4,882. This was the lowest number of annual visitors since opening apart from the covid closure affected years of 2020 and 2021. These figures do not include visiting groups and education sessions with schools. These visitor numbers compare to 6,130 in 2023 and 5,701 in 2022. The low public visitor numbers in 2024 are thought to be largely attributable to the lack of any temporary exhibition until August and very wet weather in the early months of the year

The Lymm Digital Archive (aka LyDiA) continued to thrive with over 6,000 images now on the archive.

Extensive use was made of social media to maintain contact with Facebook followers across the Lymm Heritage page and the Lymm Memories group.

Financially, the Centre recorded a small surplus – in contrast to 2022 and 2023 when expenditure exceeded income by an average of some £3,500. The Centre continues to hold very strong reserves but new initiatives may be needed if we are to ensure that the deficit does not recur and/or widen annually. More detail is contained in the Financial Report.

The Centre runs smoothly but this is only because a large part of the burden is carried by the trustees themselves. There is an ongoing need to spread workload whilst also bringing in new perspectives, insights, and more specialised skills.

2. Objectives

Our Registered Charity constitution states our overall objective as:

“To advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district.”

3. Governance and Management

The Trustees are:

Alan Williams – Chair, Exhibitions Development and Publicity

Patrick Knowles – Treasurer

Glynis Allen – Lymm Archive Co-ordinator

Mark Linnell – Volunteer Co-ordinator

Peter Graham - Exhibitions and Building

Suzanne Kellett – Visitor Experience and Children’s Activities

As a very small charity the trustees effectively operate as the management team too but are backed up by several sub-groups led by or with key members as follows:

Object and artefact archiving – Vacant
 Centre volunteers - Mark Linnell
 Education - Sandra Surtees.
 Oral history (dormant) - Glynis Allen
 Premises – Peter Graham
 Finance - Patrick Knowles
 Exhibitions - Alan Williams
 Research - Roger Hannam
 Friends’ Admin - Chris Wakefield/Patrick Knowles
 ICT lead - Carol Sparkes
 Retail - Alan Williams/ Patrick Knowles
 Room Hire - Alan Williams/ Patrick Knowles
 Group visits - Alan Williams
 Displays - Colin & Janet Grimes
 Lymm Memories Facebook group admin - Diane Kerfoot

4. Financial report

During the year ended 31 December 2024 the charity had income of £22,463 and made payments of £22,297 resulting in a net surplus of £166. This compares to net annual deficits averaging c. £3,500 in both 2023 and 2022. Full details are included in the accounts at the end of this report.

Generating sufficient income to cover costs has been a real challenge in recent years so producing a surplus, albeit a modest one, is especially pleasing.

The surplus was achieved by a c. £2,000 increase in income and a c.£2,000 decrease in payments. Education income grew by around £1,000 as more paying sessions were held for local primary children. Total donations grew by almost £500 and interest income increased by some £700 reflecting higher interest rates. Retail sales reduced by 4% but the reduction was more than offset by the increases in other income sources. Retail stocks were reduced by over £700.

The trustees are very grateful to all those individuals and bodies who have made donations during the year – especially Friends and Lymm Historic Transport Day. Donation income included:

	2024 £	2023 £
Public donations	1,909	1,656
Friends of Lymm Heritage Centre	2,463	2,239
Lymm Historic Transport Day	3,000	3,000
Other donors	160	190
Total	7,532	7,085

Turning to expenditure, the charity's most significant cost was the rent of £1,000 per month. It should be remembered however that the Centre's landlord gave the charity a very generous initial three-year rent free period to help the Centre get established.

Capital expenditure of £840 included an outside shed for additional storage capacity.

Cash

At the end of 2024 the charity had cash at bank and in hand balances totalling £110,072 – an increase of £166 from £109,906 at the beginning of the year.

The year ahead and longer term

Longer term our cash flow projection shows that the Centre is likely to incur annual operating costs, excluding new exhibition spend and capital expenditure, of around £22,000 at current prices. As ever, it will be a challenge to generate sufficient income to cover these costs as well as capital expenditure, new exhibition costs and repair and replacement costs as the Centre and assets age. We are fortunate to have substantial cash reserves to act as a buffer.

A substantial proportion of our annual costs will be fixed (60% to 75%) and this has been borne in mind when setting our reserves' policy – see below.



Mr and Mrs De Meurs were visiting from Gloucestershire to carry out family research so were delighted to discover that they were our 35,000th visitors.

Reserves policy

The charity's policy is that unrestricted reserves represented by cash and liquid balances should not exceed, for an extended period, an amount equivalent to four years anticipated unrestricted

expenditure. This means that the charity could continue to operate for a significant period where income was considerably lower than forecast unrestricted expenditure and/or costs higher than expected.

At the end of 2024, the charity's unrestricted reserves amounted to £107,545 (cash £110,072 plus debtors £2,522 less creditors/accruals £499 less provision for dilapidations on ultimate closure of the Centre £4,550). At the end of 2023 reserves on the same calculation basis were £107,550.

£107,550 compares to a long-term policy **maximum** of approximately £100,000 to £110,000.

5. Exhibitions

Progress on extending the exhibition area into the office space was disappointingly slow in 2024 due to lack of resource. There was one temporary exhibition during 2024. "Memory Banks" charted the history of the site of the Barclays Bank building on the corner of Eagle Brow and Bridgewater Street. The display consisted of five illustrated storyboards supported by a short video. The exhibition did result in a spike in visitor numbers for several weeks.

Window Displays

The Memory Banks temporary exhibition was supported by a window display assembled by Colin and Janet Grimes. In addition, they also designed and installed our annual Remembrance and Christmas windows to their usual high creative standard.



This year's featured soldier from the Roll of Honour was Private Edward Johnson who was tragically killed on the first day of the Passchendaele offensive in WWI. His descendants came to visit the display and were proud and thrilled by what they saw. This material was also used at the High School- part of the beginning of a closer relationship with the school following the appointment of a new head of history.

6. Learning.

The education team was led throughout the year by Sandra Surtees, a retired Primary Head. Sandra was assisted by some eight volunteers – most of whom formerly worked in education.

A good number of sessions were run for local schools on a variety of topics.

Income from education activities was £1,514 – up almost £1,000 compared to the previous year.

In addition to the sessions run by the main team there were four days of education activity during June run in conjunction with the Ellesmere Port Boat Museum education team and the staff of the flyboat Saturn, an educational charity. The sessions were co-ordinated, as they have been from the outset, by Mary Trotter. Five class groups from various schools in the area learnt about many aspects of life on a working canal boat. The children were given other canal related build projects in the Centre during their half-day visits.

7. The Lymm Archive

Active users of The Lymm Archive increased by nearly 1,000 during the year, up from 5,489 in 2023 to 6,433 by December 2024 - as registered by Google Analytics.

Notably, the investment in the 2023 software upgrade from our digital hosting partner, Townsweb Archiving, has almost certainly contributed and increased the possibilities in the way that we can present information. The website now has over 6,000 images, with the most viewed collection in 2024 being images of Warburton Village. Showcased within the archive's 'What's New' section, this fascinating compilation of pictures particularly stood out in that they were originally donated to the Centre as transparencies, and were carefully transformed by our lead photographer for the Archive, Alan Taylor.

Over the year, Lymm Photographic Society also worked collaboratively with the Archive. The Society captured '*a year in the life of a dairy farm*' at Agden Book Farm. Images here reflected people and activities, especially as Cheshire farm life undergoes major changes. For example, during the period of this project, the farm's dairy herd was sold at auction.

Moreover, the Archive Team continues to respond to increasing opportunities and continued access via our technology to produce 3D imagery led by Carol Sparkes. Knowledge and awareness is also broadened from attending meetings and presentations through Museums of Cheshire, Warrington Heritage Network and Culture Warrington.

The Lymm Archive continues with its strong commitment to reach new audiences and to expand the collections it holds, whilst making them accessible and meaningful both to the local community and the significant social media interest from around the world.

8. IT team.

Over the last year the IT Team has stabilised with three volunteers, who have jelled well as a team, each with their own skills and interests.

The team was very grateful to have received a charitable donation of a Dell OptiPlex small PC from Warrington Gateway. This box has been configured specifically to facilitate an emergency hot-swap for the Heritage Centre's main PC, should its hard disk ever fail.

A source of frustration this year has been the fact that the Warrington Archives have been unable to fulfil their part of the back-up Agreement we negotiated with them in 2023, to store copies of LHIC key data on their network, as a resilience contingency should LHIC ever cease to operate. The issue lies with Warrington Museum and Library's IT resources; their IT Team has faced their own challenges over the last year. However, by way of mitigation a non-networked copy of LHIC data is held at Warrington Archive, updated periodically. The Centre's own onsite and offsite backups continue to run successfully.

The IT team attempts to keep a watching brief on Lymm Heritage Centre related information produced on volunteers' own devices, capturing copies of these wherever possible, periodically.

The inventory of technical hardware, software and services has again been brought up to date and is now being maintained real-time. As an innovation to that, photographs of hardware assets are now being recorded, to ease their identification. In the last year, the Centre's PC and associated equipment has been moved into a more easily accessible office and further work has been undertaken around the quality of internet provision. The IT Team continue to provide technical support, in various guises, to The Lymm Archive Team and in early 2025, the teams have installed a new book scanner, connected to the Centre's PC.

The Team lead would like to thank the IT volunteers Chris Norton and Pauline Hobin for their continued support and enthusiasm, and without whom the team would be unable to operate as effectively as it does.

9. Volunteers

It takes a huge amount of volunteer effort to keep the Heritage Centre running efficiently and professionally. Stewarding, education, IT, archiving, research, display, retail, room hire, admin & finance and social media have all been covered to a high standard by members of the team albeit a disproportionate amount of responsibility tends to fall on a small core group.

Lymm Heritage Centre opens Thursday to Sunday afternoons (12 noon to 4pm) throughout the year, staffed by many of those volunteers. Inevitably there is some "churn" in that team as volunteers step down for various reasons, typically ill health. In all the Centre has approximately 30 volunteers who are actively involved at least once a month. This number has fallen slightly since 2022. The demographic is not surprisingly heavily biased towards retired people. Most volunteers join for the opportunity to do room stewarding. As always, there is scope for volunteers who would like to take a lead in key roles such as marketing and exhibition management.

The trustees wish to thank all volunteers for their efforts and contributions during the year, recognising that the Centre and supporting activities could not operate without their time and dedication.



Volunteer (and Trustee) Peter Graham at work on the erection of a storage shed to the side of the Centre – April 2024.

10. Friends and Sponsors

Income from our Friends scheme this year generated £2,716, compared to £2,671 in 2023. A small number of new Friends were recruited in the year helping to offset those who sadly passed away or decided not to renew. Membership remains at £12 per individual and £20 per couple/family.

During the year, on cost grounds, it was decided not to continue the contract with the company that provided the functionality via our website for Friends to pay by card or direct debit. This will save c. £400 per year. Now, as far as possible, we encourage membership payment by a recurring method such as standing order.

Some of our Friends go on to become volunteers or to support in other ways. We also have a business sponsor at £100 p.a. Friends and sponsors provide a vital, regular source of income. We are keen to grow this area as much as possible but need to introduce the scheme to visitors more proactively.

11. Additional / Miscellaneous Activities

The Centre hosted a small number of visiting groups as well as providing a couple of talks. During the year a page of *talk topics* was added to the website for reference for talks and visits.

Throughout the year the Centre responds to an ever-increasing number of online enquiries predominantly related to family history. We are frequently able to assist.

In November the Heritage Centre hosted the annual performance of the souling play by the Warburton Soulers. It was well attended with an audience of around 30.

The Centre also designed and wrote a board to mark the Peter Powell Memorial Garden in the Village centre.



Peter Powell's grandson, who has inherited his role as town crier at the opening of the display board

In December, the Centre participated in the St Mary's Christmas Tree Festival.

The Centre is a participating member of the Warrington Heritage Network, the Museums of Cheshire Group and AIM - the Association of Independent Museums.



In December the Centre hosted a very successful social quiz and refreshments afternoon for friends and volunteers.

12. Marketing & Promotion

Social media continues to be a significant point of access to our potential audiences. Local press outlets, Lymm Life and Warrington Guardian, continue to be supportive and we have advertised in the former to promote specific activities. Marketing is an area that could benefit greatly from additional focused resource but also appears to be one where it is particularly difficult to recruit suitably skilled and committed volunteers. For the third consecutive year the Centre significantly underspent its budget.

13. On-line presence

Our online reach is an important means of sharing heritage and also generating interest in visiting. The Heritage Centre is represented in four main ways online.

1. **The Centre website** www.lymmhic.co.uk -had a major makeover during 2021 with the development of a more consistent and simplified style and presentation. The website had all-time high traffic in 2020 of 4,769 unique visitors for 6,702 site sessions, averaging over 13 minutes. This is very likely related to Covid and the general upsurge in online activity. The equivalent figures for 2021 were 2,576 unique visitors for 3,473 sessions. In 2022 this fell again to 1,912 sessions for 1,326 unique visitors. In 2023 the figures were very similar with 1,959 site sessions for 1,444 visitors.
2. **The Lymm Heritage Shop** – The Heritage shop was moved during 2023 to become part of the main Lymm Heritage Centre website. This was prompted by potential subscription cost

savings. Visitors to the previous site are automatically redirected to the main Heritage Centre site.

3. **The Lymm Digital Archive (aka LyDiA).** www.thelymmarchive.co.uk The work of the archive team has been reported on more fully in Section 7.
4. **Heritage Centre Facebook group increased its followers from 2,778 in 2021 and 2,897 in 2022 to 3,048 in 2023.** That number again increased again to 3,125. During 2024 the page was used to promote the Lymm Archive but otherwise used predominantly to promote events and activities rather than sharing heritage material. It would be good to do more of the latter but would need a new volunteer resource to achieve this. The single most viewed post (9,035) was a short video promoting the “Memory Banks” exhibition.
Lymm Memories Facebook group- This group grew from 2,675 (2021) and 2,740 (2022) to 2,821 by the end of 2023. This grew further in 2024 to approximately 2,900. Like the Heritage Centre site, as a niche group, further growth is likely be incremental. This is mainly a reminiscence group administered on our behalf by a lifelong resident of Lymm. Members also help with information for the archive and provide stories and information for publications.

In addition to the above, the Centre has a mailing list of approximately 400 who receive at least quarterly newsletters. The Centre also has an Instagram account which is still in its infancy. The Centre would benefit from additional specialist resource to help develop the online presence and impact.

The Centre can clearly see the ever- growing importance of social media as a means of keeping people informed, sharing heritage stories and promoting visits and activities. With that in mind the trustees remain keen to recruit a volunteer with specialist skills in this area.

14. Retail

Retail again had a difficult year. The reasons are probably:

- The general cost of living crisis. The kind of casual, impulse spend that characterises the Heritage Centre is understandably hit hard in the current economic climate.
- Market saturation. The first Lymm book published by authors Alan Williams and Alan Taylor back in 2013 sold over 500 copies in the first 4 weeks and eventually sold approximately 1,350. It had the advantage of novelty. There had never been a book of this amount and quality produced before. Since then, there have been eleven in total, some more niche than others. Some inevitably revisit similar material and use repeats of images.

The new publication for 2024 – “Oughtrington Hall and its People”, researched and written by Roger Hannam, proved popular and sold out 90% of its 200 copy print run within eight months.

It is perhaps inevitable after almost eight years that we may need to reset our expectations of retail sales volumes in future years unless there are new products that capture the visitors’ imagination.

15. The Year ahead

Looking back 2024 could be seen as a year of consolidation but with limited progress. The need for a small group of more pro-active volunteers with the skills and enthusiasm to deliver on new initiatives remains the key to further advancement. The need is made even more urgent by the more limited availability of the Chair due to family health reasons. This is likely to become even more the case in 2025. On the plus side it is gratifying to know that thanks to our strong financial position we have the potential to fund the right initiatives in relation to the following five key objectives.

- A coherent, focused marketing campaign aimed at increasing visitor numbers.
- A more attractive family offering aimed at reproducing some of our success in 2019.
- A pro-active campaign to encourage more group visits along with an expansion in the number of people equipped to host these visits.
- Some new initiatives to “freshen” the core exhibition with new features.
- Recruitment of new Friends.

Contact Alan Williams—Chair of Trustee 07540—096282 lymmheritagecentre@gmail.com

TRUSTEES REPORT APPROVED 25th June 2025

Alan Williams, Chair of Trustees



Patrick Knowles, Treasurer

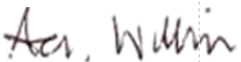
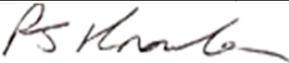


LYMM HERITAGE INFORMATION CENTRE**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024	2023
	£	£
A1 RECEIPTS		
Donations	7,532	7,085
Sale of goods	5,482	5,726
Education income	1,514	524
Walks and talks	299	300
Room hire	3,715	3,592
Interest income	3,060	2,370
Gift Aid receipts	861	898
TOTAL RECEIPTS	22,463	20,495
A3 PAYMENTS		
Purchases of goods	1,269	2,459
Rent	12,000	12,000
Utilities and broadband	2,483	1,860
Insurance	1,009	964
Minor capital items	356	248
Software licences and support	1,880	2,693
Exhibition costs	666	744
Education costs	489	400
Publicity	410	646
Refreshments	26	35
Cleaning	100	99
Printing, postage & stationery	106	118
Subscriptions	0	88
Sundry expenses	559	770
Repairs and renewals	11	312
Retail goods selling costs	93	154
Sub total	21,457	23,590
A4 ASSET & INVESTMENT PURCHASES		
Other fixtures, fittings, and equipment	840	785
Sub total	840	785
TOTAL PAYMENTS	22,297	24,375
NET RECEIPTS/(PAYMENTS)	166	(3,880)
Cash funds at 31 December 2023	109,906	113,786
Cash funds at 31 December 2024	110,072	109,906

**LYMM HERITAGE INFORMATION CENTRE
STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2024**

	31/12/2024	31/12/2023
	£	£
B1 CASH FUNDS		
Cash in hand	385	204
Cash at bank	109,687	109,702
	<u>110,072</u>	<u>109,906</u>
B2 OTHER MONETARY ASSETS		
Gift Aid debtor	834	747
Trade debtors		3
Accrued interest receivable	1,688	1,122
	<u>2,522</u>	<u>1,872</u>
B4 ASSETS RETAINED FOR THE CHARITY'S OWN USE		
Retail stock	3,528	4,255
Exhibition blocks/display cases	8,616	8,616
Carpet	2,900	2,900
IT and electrical equipment	11,165	11,056
Exhibition models	3,383	3,383
Other fixtures, fittings, and equipment	7,968	7,237
	<u>37,560</u>	<u>37,447</u>
B5 LIABILITIES		
Trade creditors	85	45
Accruals	414	233
Provision for dilapidations	4,550	3,950
	<u>5,049</u>	<u>4,228</u>

Signed by two trustees on behalf of all the trustees:	Signature	Print Name	Date of approval
		ALAN WILLIAMS	25/06/25
		PATRICK KNOWLES	25/06/25

LYMM HERITAGE INFORMATION CENTRE

England & Wales - Charity number 1164961

Accounts

Lymm Heritage Information Centre Trustees' Annual Report 2023



Lymm Heritage Information Centre

Reg Charity 1164961



TRUSTEES' ANNUAL REPORT 2023 – CONTENTS

1.	Introduction	3
2.	Objectives	4
3.	Governance and Management	4
4.	Financial Report	5
5.	Exhibitions	6
6.	Learning	8
7.	The Lymm Archive	9
8.	IT Team	11
9.	Oral history	12
10.	Volunteers	12
11.	Friends & Sponsors	13
12.	Premises	13
13.	Additional / Miscellaneous Activities	13
14.	Marketing & Promotion	14
15.	On-line presence	14
16.	Retail	16
17.	The Year Ahead	16
APPENDIX A Visitor Numbers `		18
ACCOUNTS FOR THE YEAR ENDING 31 st DECEMBER 2023		
	Receipts and Payments account	19
	Statement of Assets & Liabilities	20

1. Introduction

Lymm Heritage Information Centre is a registered charity. It was originally formed and constituted as a volunteer group in January 2015 and became registered as a Charitable Incorporated Organisation (Lymm Heritage information Centre No 1164961) on 22 December 2015. The address of the charity is Lymm Heritage Centre, 1 Legh Street, Lymm, WA13 0DA.

This report covers the year ended 31 December 2023.

The Heritage Centre first opened its doors to the public as an exhibition centre on 22 June 2017 and by the end of 2023 the Centre had welcomed 34,381 visitors on public open days. Visitor numbers for 2023 totalled 6,130. These figures do not include visiting groups and education sessions with schools. These visitor numbers compare to 5,853 in 2018, 7,154 in 2019 and 5,701 in 2022. A comparison with 2020 and 2021 is not meaningful due to Covid closure periods. The peak in 2019 was largely attributable to family visits to view the chirotherium dinosaur exhibit. It remains a reminder for the future of the importance of generating compelling exhibits that will attract families.

The Lymm Digital Archive (aka LyDiA) has continued to thrive. A software upgrade has added new features including book page turning and enhanced search capability.

Extensive use was made of social media to maintain contact with Facebook followers, of whom there are now approximately 5,900 across the Lymm Heritage page and the Lymm Memories group.

Financially, this was the second successive year that expenditure has exceeded income. It is an indication of potentially more challenging times ahead with, for example, increased energy costs for the Centre from 2024 and the “cost of living” challenge for many of our visitors. The Centre continues to hold very strong reserves but new initiatives may be needed if we are to ensure that the deficit does not recur and/or widen annually. More detail is contained in the Financial Report.

The Centre was pleased to welcome two new trustees during the year. Suzanne Kellett is a full time employee at Quarry Bank National Trust where she has responsibility for exhibitions and visitor experience. Suzanne moved to Lymm recently. Peter Graham brings good local knowledge with a particular interest in canal history and has been involved in practical projects including the new exhibition area in the existing office space (a project for 2024). The Centre runs smoothly but this is only because a large part of the burden is carried by the trustees themselves. There is an ongoing need to spread workload whilst also bringing in new perspectives, insights and more specialised skills.

2. Objectives

Our Registered Charity constitution states our overall objective as:

“To advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district.”

3. Governance and Management

The Trustees are:

Alan Williams – Chair, Exhibitions Development and Publicity

Patrick Knowles – Treasurer

Glynis Allen – Lymm Archive Co-ordinator

Mark Linnell – Volunteer Co-ordinator

Peter Graham - Exhibitions and Building

Suzanne Kellett – Visitor Experience and Children’s Activities

As a very small charity the trustees effectively operate as the management team too but backed up by a number of sub-groups led by or with key members as follows:

Object and artefact archiving – Vacant following departure of Lucy Kimpton during the year to full time employment

Volunteering - Mark Linnell

Education - Sandra Surtees.

Oral history (dormant) - Glynis Allen

Premises – Peter Graham

Finance - Patrick Knowles

Exhibitions - Alan Williams

Research - Roger Hannam

Friends’ Admin - Chris Wakefield/Patrick Knowles

ICT lead - Carol Sparkes

Retail - Alan Williams/ Patrick Knowles

Room Hire - Alan Williams/ Patrick Knowles

Group visits - Alan Williams

Displays - Colin & Janet Grimes

Lymm Memories Facebook group admin - Diane Kerfoot

4. Financial Report

During the year ended 31 December 2023 the charity had income of £20,495 and made payments of £24,375 resulting in a net deficit of £3,880. This compares to a net deficit of £3,136 in 2022. Full details are included in the accounts at the end of this report.

2023 was the second consecutive year that expenditure exceeded income.

The trustees are very grateful to all those individuals and bodies who have made donations during the year – especially Friends and Lymm Historic Transport Day. Donation income included:

	2023 £	2022 £
Public donations	1,656	1,626
Friends of Lymm Heritage Centre	2,239	2,394
Lymm Rotary Club		200
Lymm Historic Transport Day	3,000	
Other donors	190	155
Total	7,085	4,375

Retail sales are normally a significant source of income but declined markedly this year from £10,555 in 2022 to £5,726 in 2023. There were three principal reasons. Firstly, 2022 included very strong sales of the 2021 launched book “Historic Lymm in Colour”. 2023 sales of the book declined by over £3,000 compared to 2022. Secondly, 2022 included £700 of sales of Queen’s Platinum Jubilee commemorative mugs. Thirdly sales of previously produced books and jigsaws declined generally in 2023. Sales of the “When May was in June” book launched in November 2023 were particularly disappointing at just 94 books sold by the end of the year.

For the first time since 2019, the Centre held chargeable education sessions for local primary schools starting in the 2023/24 academic year. Just over £500 of education income was generated and it is hoped to increase this in 2024.

Bank interest income increased as some fixed rate term bonds originally incepted prior to 2022 matured and were replaced by ones benefiting from the significant general rise in deposit rates since 2021.

Turning to expenditure, the charity’s most significant cost was the rent of £1,000 per month. It should be remembered however that our landlord gave the charity a very generous initial three-year rent free period to help the Centre get established.

After rent, the most significant expenditure in the year was on £2,693 of software costs. This included the digital archive’s annual hosting/support fee of £1,580 and an agreed £600 one-off cost to upgrade the archive from the supplier’s basic product to their standard product offering better functionality.

Capital expenditure of £785 included a portable projector and a contactless donation machine.

Cash

At the end of 2023 the charity had cash at bank and in hand balances totalling £109,906 – a decrease of £3,880 from £113,786 at the beginning of the year.

The year ahead and longer term

In May 2024 the Centre's fixed cost gas and electricity supply contract originally agreed in early 2020 comes to an end and we are likely to face a significant rise in energy costs from just over £800 in 2023.

Longer term our cash flow projection shows that we are likely to incur annual operating costs, excluding new exhibition spend and capital expenditure, of around £21,000 at current prices. This will increase when higher energy costs are factored in. Our existing income sources are likely to support around 60% to 80% of our ongoing annual operating costs. In the short to medium term, any shortfall can be funded by our cash reserves but we need to develop plans to ensure that the gap is eliminated or reduced as much as possible. Again, longer term, new exhibition costs and any significant capital expenditure may have to be grant funded.

A substantial proportion of our annual costs will be fixed (60% to 75%) and this has been borne in mind when setting our reserves' policy – see below.

Reserves policy

The charity's policy is that unrestricted reserves represented by cash and liquid balances should not exceed, for an extended period, an amount equivalent to four years anticipated unrestricted expenditure. This means that the charity could continue to operate for a significant period where income was considerably lower than forecast unrestricted expenditure and/or costs higher than expected.

At the end of 2023, the charity's unrestricted reserves amounted to £107,550 (cash £109,906 plus debtors £1,872 less creditors/accruals £278 less provision for dilapidations on ultimate closure of the Centre £3,950). At the end of 2022 reserves on the same calculation basis were £111,129.

£107,550 compares to a long-term policy **maximum** of approximately £100,000 to £110,000.

5. Exhibitions

The year began with an exhibition to mark the sad news of the death of the footballer Pele who had stayed in Lymm along with the Brazil team for the 1966 World Cup. The exhibition was based on material originally developed for an exhibition at the Lymm Hotel in 2016 with additional material, including a specially compiled video. The exhibition received over 1,000 visitors through January and February.

In June and July we marked the tenth anniversary of Lymm Historic Transport Day with an exhibition of photographs and a compilation video. In July this possibly contributed to our best ever July visitor figures of 535. Overall though, this exhibition seemed to have limited impact.

For the remainder of the year, we relied upon the core exhibition. This continues to make a good impression on first time out-of-Lymm visitors but does little to encourage local repeat visitors.



The Centre welcomed their 30,000 visitors during the year – The Elliot family from Wiltshire.

Plans to extend the exhibition area into the office were approved by the trustees but very little progress was made in 2023 partly due to illness of Peter Graham who was taking a lead on this (now happily recovered) and a general lack of other resource to assist. We hope to complete in 2024.

Window Displays

The temporary exhibitions plus a coronation window were supported by displays assembled by Colin and Janet Grimes. In addition, they also designed and installed our annual Remembrance and Christmas windows to their usual high standard.



The annual Remembrance window tells the story of different serving soldiers, killed or injured in the two World Wars.

6. Learning.

Malcolm Young, who had led the education team since its set-up in 2017 retired from the group in January 2023. His input was greatly appreciated. Happily, later in the year we were able to appoint a very able successor, Sandra Surtees, a retired Primary Head who moved to the area with her husband, Phil, fairly recently. A renewed recruitment also found us up to eight people willing, some from within the existing cohort of volunteers, to assist with education sessions with Alan Williams providing some extra “local knowledge” support while Sandra gets up to speed.

A good number of sessions were run for local schools on a variety of topics. The Centre also reintroduced a per child charge (typically £4) for sessions from September. This had been waived in the post-Covid period to assist schools and to encourage them back to the Centre.



The team from the Waterways Museum at Ellesmere Port providing education activities

In addition to the sessions run by the main team there were four days of education activity during June run in conjunction with the Ellesmere Port Boat Museum education team and the staff of the flyboat Saturn, an educational charity. The sessions were co-ordinated, as they have been from the outset, by Mary Trotter. Six class groups from various schools in the area learnt about many aspects of life on a working canal boat. The children were given other canal related build projects in the Centre during their half-day visits.

7. The Lymm Archive

The Centre underwent a significant period of uncertainty and change during the Coronavirus pandemic, and this has continued to reshape our thinking. The development of 'remote' working devised by Carol Sparkes, IT Lead, during this time, did much to change future rationale and areas of growth required for The Lymm Archive and to reach out to both the local and wider communities it serves.

Over 2023, the Team worked collaboratively with Culture Warrington and other groups such

as Heritage Network, on areas of digital scanning and oral history insights. This led to exploring additional options online, e.g. 'Picture of the Week' under the direction of Alan Taylor, and promoting use of the online digital kiosk at the Centre - and related social media platforms. Traffic via Google Analytics continues to be positive and encouraging - with visitors from both California and Texas contributing to retail sales.

↑ Back to Archive

Lymm In Colour

Starting with a collection of close on 300 images that Alan Taylor has meticulously restored and coloured to bring the distant past into the present. Some, like the photograph from around 1904 of "H" (Lymm) Company of the Cheshire Rifle Volunteers, needed extensive research to ensure the uniforms were correct in every detail. The results are stunning, with many people finding it hard to believe that they are looking at a picture that was taken 120 years ago!

Other notable photographers also include Bill Todd, who was a founder member and long serving committee member of Lymm Local History Society. Bill had a great interest in photography and from the late 1960s until his death in 1984 and built an archive of photos.

Read more ▾

All Search this collection... × Search

Filter ▾

Items in this collection

< 1 2 3 4 5 6 7 >

the Archive
1. Choose an image on the result. 3. Click or touch symbol to expand.

Exploring the Archive - click image to expand!

C Gleave, Broomeedge

Heatley Square

Bill Hapgood

The Digital Archive went through a major upgrade during the year

Webinar training from our software supplier, Townsweb Archiving, now also provides handwritten text recognition, i.e. identifying typed text in addition to handwritten. This will be of huge value due to the wide array of writing styles, whilst automatically adding the information as metadata, to support enhanced searching from our collections. From the subsequent investment in PastView, this has furthermore enabled the Centre to offer a shared approach in supporting education initiatives. Achieved in the form of face-to-face outreach work, class talks and visits, as well as remotely with teachers and residential care homes, now conducting their own independent research, sparking stimulating conversations and discussions. Reserve folders have also been created with Sandra Surtees, Education Lead, on the system to generate a 'bank' of additional resources, all ready to enthuse young minds and think about their own history and local community. This demonstrates a real push in terms of community engagement for the archive.

Mentoring two students has similarly reinforced its research value - and with the development of new systems in place for items deposited or left at the Centre, integrated within volunteer training.

Finally, and with significant input from our IT Lead, this has now provided the remarkable option to employ the latest in photogrammetry, a technique involving the creation of 3D

models A precise digital replica of the 1926 May Queen Crown, featured on page 95 in the Centre's book 'When May was in June', has ensured the crown's preservation for many years to come. Over time, it is envisaged we will be able to create a virtual exhibition of many of Lymm's objects and artefacts, to make Lymm's history and cultural heritage globally accessible by employing this innovative approach. This is important as the Centre is not a museum and nor does it have the storage or presentation capacity to display many objects. Physical restoration and conservation is also time consuming and costly.

As a voluntary organisation, and with careful planning and improvisation, this enthusiastic and committed team, has done much to adapt its environment and with the main focus being its continued contribution to 'Lymm's heritage cycle'.

Finally, working collaboratively with Lymm Heritage Centre's Technical Support Team, and notably, Carol Sparkes, the Centre's IT Lead, we are now confidently looking forward to this migration as our next stage of development.

Following the software upgrade, the analytics on 18 February 2023 showed some 5,500 user sessions during the remainder of 2023. This is almost exactly the same as the whole of the previous year. Average session time was down to 2m 31secs from over 4.12 minutes in 2022.

8. IT team.

2023 brought a year of consolidation for the IT Team's activities. The "business as usual" technical support and routine maintenance continued, with technical issues that arose all being resolved in a timely manner.

Certain planned activities were frustrated by the loss of a key member of the team, Peter Thomas, due to professional work pressures. Happily, towards the end of 2023, a new volunteer, Pauline Hobin, was recruited into the team. She will provide much needed administrative support. Owing to the loss of the volunteer, the technical inventory was only partially maintained and the new volunteer has worked hard to bring that back up to date.

A major success for the team was the negotiation and signing of an Agreement with Warrington Archives (part of Warrington Museum and Library). The Agreement provides a facility at the Archives for a periodic backup of all the information held electronically at the Heritage Centre. This means that should the Heritage Centre, for any reason, cease to continue to exist, then all the documents and data generated by the Heritage Centre would continue to be available for posterity under the auspices of Warrington Archives.

The IT Team has also been monitoring the situation with regards to the provision of voice and data connectivity, via BT, through a third-party supplier. This has been an ongoing review in terms of value for money and performance. As we move into 2024, it looks as though we will need to make more effective provision for our voice and data supply. From a governance perspective, a data and computer use guidance document (consisting of a short- read summary, and more detailed guidance) has been issued to the trustees. The guidance is also for promulgation by the

trustees through to volunteers who hold or use data on their own devices on behalf of the Heritage Centre

Ideally, the IT Team would like to introduce some form of data synching where home data is automatically synced through to the Heritage Centre PC. However, this would incur additional costs and the technical ability of many of the volunteers who do produce documentation would appear to preclude this as an organisation-wide solution. This means that another round of visits to volunteers' homes to copy off their Heritage Centre data to transfer onto the Heritage Centre PC will no doubt be required in 2024. The Team looks forward to supporting the Heritage Centre's core activities in 2024.

9. Oral history

Lymm Heritage Centre recently benefitted from oral history training, delivered by Philp Jeffs, Archives and Heritage Officer, Culture Warrington. This will enable heritage projects to set up, training volunteers in research skills, oral history interviewing, indexing and recording skills. These interviews will not only be made available within the Centre's own Archive and history projects but linked with Heritage Open Days (8-17 September 2023) themed 'Creativity Unwrapped'.

10. Volunteers

It takes a huge amount of volunteer effort to keep the Heritage Centre running efficiently and professionally. Stewarding, education, IT, archiving, research, display, retail, room hire, admin & finance and social media have all been covered to a high standard by members of the team albeit a disproportionate amount of responsibility tends to fall on a small core group.

Lymm Heritage Centre opens Thursday to Sunday afternoons (12 noon to 4pm) throughout the year, staffed by many of those volunteers. Inevitably there is some "churn" in that team as volunteers step down for various reasons, typically health related issues. In all the Centre has approximately 30 volunteers who are actively involved at least once a month. This number has fallen slightly since 2022. The demographic is not surprisingly heavily biased towards retired people. We welcomed two new young (18-30 age group) volunteers who have been involved in family and World War research. We look forward to sharing the outcomes of this research in 2024. The majority of volunteers join for the opportunity to do room stewarding though we have also had a good influx of new volunteers interested in education in 2023. As always, there is scope for volunteers who would like to take a lead in key roles such as marketing and exhibition management.

The trustees wish to thank all volunteers for their efforts and contributions during the year.

11. Friends and Sponsors

Income from our Friends scheme this year generated £2,671, compared to £2,722 in 2022. Friends' income has reduced slightly as sadly a small number of Friends have passed away and a few decided not to renew. A small number of new Friends were recruited in the year. It is essential that more progress is made in recruiting new Friends if the scheme is not to experience further falls in numbers in future years. Membership remains at £12 per individual and £20 per couple/family. As far as possible we encourage membership payment by a recurring method such as standing order. Some of our Friends go on to become volunteers or to support in other ways. We also have a business sponsor at £100 p.a. Friends and sponsors provide a vital, regular source of income. We are keen to grow this area as much as possible but need to introduce the scheme to visitors more proactively. In these inflationary times we need to redouble our efforts to increase numbers to maintain the value of this important contribution to funds.

12. Premises

The Heritage Centre, as tenant, carries responsibility for effecting general repairs. A small roof repair was required during the year. As part of the project to convert the current office to exhibition space, it was recognised that additional storage space would be needed. This has been partially met by converting one of the two toilets and additional space will arise via the purchase of a shed in 2024.

13. Additional / Miscellaneous Activities

The Centre hosted a couple of group visits by retirement groups and similar as well as younger Beaver and Guide groups. There was also a visit for a talk to a group in Thelwall and a visit to a residential care home. This is an area with scope for expansion though possibly limited for some senior groups due to lack of disabled access.

The Centre also participated in the National Heritage Open Days Scheme during September in co-operation with the owners of Lymm Hall. Sixty members of the public participated.

In November the Heritage Centre hosted the annual performance of the souling play by the Warburton Soulers.

In December, the Centre participated in the St Mary's Christmas Tree Festival.

The Centre is a participating member of the Warrington Heritage Network, the Museums of Cheshire Group and AIM - the Association of Independent Museums.



Members of Lymm & Thelwall U3A attending presentation on Elizabeth Pulman.

14. Marketing & Promotion

Social media continues to be a significant point of access to our potential audiences. Local press outlets, Lymm Life and Warrington Guardian, continue to be supportive and we have advertised in the former to promote specific activities e.g. the “When May Was In June” book launch. We are in the process of altering the nature of our VisitCheshire.com presence to be part of a higher profile Museums of Cheshire page. We will also retain our individual page. Overall, this should result in a small financial saving. Marketing is an area that could benefit greatly from additional focused resource but also appears to be one where it is particularly difficult to recruit suitably skilled and committed volunteers. For the second consecutive year we have significantly underspent our budget.

15. On-line presence

Our online reach is an important means of sharing heritage and also generating interest in visiting. The Heritage Centre is represented in five main ways online.

1. **The Centre website** www.lymmhic.co.uk -had a major makeover during 2021 with the development of a more consistent and simplified style and presentation. The website had all-time high traffic in 2020 of 4,769 unique visitors for 6,702 site sessions, averaging over 13 minutes. This is very likely related to Covid and the general upsurge in online activity. The equivalent figures for 2021 were 2,576 unique visitors for 3,473 sessions. In 2022 this fell again to 1,912 sessions for 1,326 unique visitors. In 2023 the figures were very similar with 1,959 site sessions for 1,444 visitors.

2. **The Lymm Heritage Shop** – The Heritage shop was moved during the year to become part of the main Lymm Heritage Centre website. This was prompted by potential subscription cost savings. Visitors to the previous site are automatically redirected to the main Heritage Centre site.

3. **The Lymm Digital Archive (aka LyDiA).** www.thelymmarchive.co.uk The work of the archive team has been reported on more fully in Section 7 but it is worth noting again here that in early 2023 the team embarked on a significant upgrade to the software that will introduce many new features.

4. **Heritage Centre Facebook group increased its followers from 2,778 in 2021 and 2,897 in 2022 to 3,048 in 2023.**
 This number of followers is exceptionally high for such a small Centre and compares favourably with larger and longer established venues like Warrington Museum (4.6K) and Nantwich Museum (3.7K). It far exceeds the number of followers for other venues in the area like Knutsford Heritage Centre (1k), Lion Salt Works (0.8K) and Weaver Hall, Northwich (1.8k). Our success in terms of followers probably reflects the strength of our community engagement. It continues to grow steadily in spite of potentially being a very “niche” site. The page remains an important way of sharing heritage stories but also promoting the Centre and introducing new merchandise. Page reach (i.e. the number of individuals who saw at least one post, either because they like the content, had it shared to them, or as a result of promotion) increased markedly from 42K to 73K. There were approximately 86 posts through the year, 6 more than in 2022 with a total reach of over 100,000. The most successful single post, telling the story of the Lymm Travellers Rest had a reach of 18,000.
Lymm Memories Facebook group- This group grew from 2,675 (2021) and 2,740 (2022) to 2,821 by the end of 2023. Similar to the Heritage Centre site, as a niche group, further growth is likely be incremental. This is mainly a reminiscence group administered on our behalf by a lifelong resident of Lymm. Members also help with information for the archive and provide stories and information for publications.

In addition to the above, the Centre has a mailing list of approximately 400 who receive at least quarterly newsletters. The Centre also has an Instagram account which is still in its infancy. The Centre would benefit from additional specialist resource to help develop the online presence and impact.

The Centre can clearly see the ever- growing importance of social media as a means of keeping people informed, sharing heritage stories and promoting visits and activities. With that in mind the trustees remain keen to recruit a volunteer with specialist skills in this area.

16. Retail

Retail had a very difficult year, as mentioned in the financial section. In addition to the reasons suggested there one might add

- The general cost of living crisis. The kind of casual, impulse spend that characterises the Heritage Centre is understandably hit hard in the current economic climate.
- Market saturation. The first Lymm book published by authors Alan Williams and Alan Taylor back in 2013 sold over 500 copies in the first 4 weeks and eventually sold approximately 1,350. It had the advantage of novelty. There had never been a book of this amount and quality produced before. Since then, there have been ten in total, some more niche than others. Some inevitably revisit similar material and use repeats of images.
- The new publication for 2023 – “When May Was In June” probably suffered from both of the above factors as well as perhaps being considered a niche subject (early days of May Queen) that did not have broad appeal.

Thought is being given to affordable products of broad interest but we may need to reset our expectations of retail in future years unless there is a major economic recovery coupled with new products that capture the visitors’ imagination.

17 The Year ahead

A look back at “the year ahead” shows that there is much to do. Overall there were many positives to draw from 2023 – the re-establishment of the education aspect of our work, the continued growth in innovation in the Lymm Archive and the maintenance of our visitor numbers. But we could also still reasonably carry forward our objectives for 2023 into 2024.

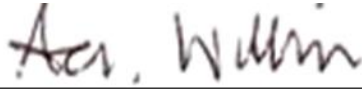
- A coherent, focused marketing campaign aimed at increasing visitor numbers.
- A more attractive family offering aimed at reproducing some of our success in 2019.
- A pro-active campaign to encourage more group visits along with an expansion in the number of people equipped to host these visits.
- A continued focus on ensuring we maintain or even grow our level of retail profitability.
- Recruitment of new Friends.

With a strengthened trustee team and some clear goals, in particular the extension of the exhibition area into the existing office space, we look forward to positive steps forward in 2024.

Contact Alan Willams, Chair 07540 096282 lymmheritagecentre@gmail.com

Trustess Report approved May 19th 2024

Alan Williams, Chair of Trustees



Patrick Knowles, Treasurer



APPENDIX A

Visitor Numbers

	<u>2018</u>	<u>2019</u>	<u>2022</u>	<u>2023</u>
<i>Jan</i>	322	748	173	529
<i>Feb</i>	264	814	240	567
<i>Mar</i>	381	546	498	358
<i>Apr</i>	497	618	616	782
<i>May</i>	269	604	447	388
<i>Jun</i>	1106	1086	1113	983
<i>Jul</i>	285	361	437	535
<i>Aug</i>	477	526	387	432
<i>Sep</i>	435	296	421	437
<i>Oct</i>	388	394	479	388
<i>Nov</i>	516	389	413	243
<i>Dec</i>	913	772	477	488
Total	5,853	7,154	5,701	6,130

- January and February 2023 were strong due to the Pele exhibition. 2019 was even stronger due to the installation of the Chirotherium model. Figures for the last quarter were disappointing but probably partly a reflection of the poor retail performance leading up to Christmas. Overall visitor numbers have held up well, though we aspire to increase that number in the coming year.
- Data for 2020 and 2021 does not offer a meaningful comparison due to extensive Covid closures and restrictions while open.
- NB we were closed for three weeks at the start of 2022.

LYMM HERITAGE INFORMATION CENTRE**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2023**

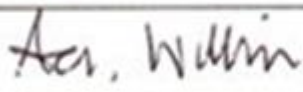
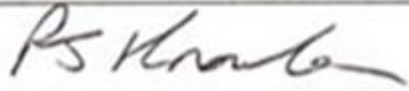
	2023	2022
	£	£
A1 RECEIPTS		
Donations	7,085	4,375
Sale of goods	5,726	10,555
Local authority Covid support grants		2,667
Education income	524	
Walks and talks	300	128
Room hire	3,592	3,874
Interest income	2,370	1,609
Gift Aid receipts	898	714
Insurance claim		500
TOTAL RECEIPTS	<u>20,495</u>	<u>24,422</u>
A3 PAYMENTS		
Purchases of goods	2,459	5,116
Rent	12,000	12,000
Utilities and broadband	1,860	1,937
Insurance	964	982
Minor capital items	248	126
Software licences and support	2,693	1,547
Exhibition costs	744	2,187
Education costs	400	400
Publicity	646	780
Refreshments	35	110
Cleaning	99	3
Printing, postage & stationery	118	64
Subscriptions	88	65
Sundry expenses	770	1,356
Repairs and renewals	312	140
Retail goods selling costs	154	745
Sub total	<u>23,590</u>	<u>27,558</u>
A4 ASSET & INVESTMENT PURCHASES		
Other fixtures, fittings and equipment	785	
Sub total	<u>785</u>	
TOTAL PAYMENTS	<u>24,375</u>	<u>27,558</u>
NET (PAYMENTS)/RECEIPTS	(3,880)	(3,136)
Cash funds at 31 December 2022	<u>113,786</u>	<u>116,922</u>
Cash funds at 31 December 2023	<u>109,906</u>	<u>113,786</u>

LYMM HERITAGE INFORMATION CENTRE
STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2023

CHARITY REG. NO. 1164961

	31/12/2023 £	31/12/2022 £
B1 CASH FUNDS		
Cash in hand	204	876
Cash at bank	<u>109,702</u>	<u>112,910</u>
	<u>109,906</u>	<u>113,786</u>
B2 OTHER MONETARY ASSETS		
Gift Aid debtor	747	782
Trade debtors	3	64
Accrued interest receivable	<u>1,122</u>	<u>822</u>
	<u>1,872</u>	<u>1,668</u>
B4 ASSETS RETAINED FOR THE CHARITY'S OWN USE		
Retail stock	4,255	4,003
Exhibition blocks/display cases	8,616	8,616
Carpet	2,900	2,900
IT and electrical equipment	11,056	10,271
Exhibition models	3,383	3,383
Other fixtures, fittings and equipment	<u>7,237</u>	<u>7,237</u>
	<u>37,447</u>	<u>36,410</u>
B5 LIABILITIES		
Trade creditors	45	74
Accruals	233	901
Provision for dilapidations	<u>3,950</u>	<u>3,350</u>
	<u>4,228</u>	<u>4,325</u>

Signed by two trustees on behalf of
all the trustees

Signature	Print Name	Date of approval
	ALAN WILLIAMS	19/05/24
	PATRICK KNOWLES	19/05/24

LYMM HERITAGE INFORMATION CENTRE

England & Wales - Charity number 1164961

Accounts



**LYMM HERITAGE
INFORMATION CENTRE
TRUSTEES ANNUAL REPORT
2022**
Registered Charity 1164961



Lymm Heritage Information Centre

Reg Charity 1164961



TRUSTEES ANNUAL REPORT 2022 – CONTENTS

1.	Introduction	3
2.	Objectives	4
3.	Governance and Management	4
4.	Financial Report	5
5.	Exhibitions	7
6.	Learning	8
7.	The Lymm Archive	9
8.	IT Team	11
9.	Oral history	12
10.	Volunteers	12
11.	Friends & Sponsors	13
12.	Premises	14
13.	Additional / Miscellaneous Activities	14
14.	Marketing & Promotion	14
15.	On-line presence	14
16.	Retail	16
17.	The Year Ahead	16
APPENDIX A Visitor Numbers `		18
ACCOUNTS FOR THE YEAR ENDING 31 st DECEMBER 2022		
	Receipts and Payments	19
	Statement of Assets & Liabilities	20

1. Introduction

Lymm Heritage Information Centre is a registered charity. It was originally formed and constituted as a volunteer group in January 2015 and became registered as a Charitable Incorporated Organisation (Lymm Heritage information Centre No 1164961) on 22 December 2015. The address of the charity is Lymm Heritage Centre, 1 Legh Street, Lymm, WA13 ODA.

This report covers the year ended 31 December 2022.

The Heritage Centre first opened its doors to the public as an exhibition centre on 22 June 2017 and by the end of 2022 the Centre had welcomed 28,251 visitors on public open days. Visitor numbers for 2022 totalled 5,701. The Centre was not open during the first three weeks of January due to Omicron concerns. These figures do not include visiting groups and education sessions with schools. These visitor numbers compare to 5,853 in 2018 and 7,154 in 2019. A comparison with 2020 and 2021 is not meaningful due to Covid closure periods. The peak in 2019 was largely attributable to family visits to view the chirotherium dinosaur exhibit. It remains a reminder for the future of the importance of generating compelling exhibits that will attract families.

The final complete relaxation of Covid rules has meant a restart too for education activities and group visits. These are covered in the relevant sections below.

The Lymm Digital Archive (aka LyDiA) has continued to thrive. A software upgrade promises to add new features including book page turning and enhanced search capability.

The year was notable for having several temporary exhibitions as well as a collaboration with Lymm Parish Council. A highlight was the Queen's Platinum Jubilee when the Centre was able to support the BBC in providing photos and interviewees for a piece on *The ONE Show* that even briefly featured the Centre's window display.



The Platinum Jubilee window display featured briefly on the BBC's ONE SHOW

Extensive use was made of social media to maintain contact with Facebook followers, of whom there are now approximately 5,700, across the Lymm Heritage page and the Lymm Memories group.

Financially, this was the first year that expenditure has exceeded revenue . It is the first indication of potentially more challenging times ahead with spiralling energy costs and the lease due for renewal in June 2027. The Centre continues to hold very strong reserves but new initiatives may be needed if we are to ensure that the deficit does not recur and/or widen annually. More detail is contained in the Financial Report.

The Centre was pleased to welcome several new volunteers during the year. These mainly, but not exclusively, supplemented our stewarding capability. Administratively, while Centre management runs smoothly this is only because a large part of the burden is carried by the trustees themselves. There is an ongoing need to strengthen the management and trustee resources, partly to spread workload but also to bring new perspectives, insights and more specialised skills to assist in the running as well as setting the overall direction of the Centre. Enquiries from anyone interested in this type of involvement would be very welcome.

2. Objectives

Our Registered Charity constitution states our overall objective as:

“To advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district.”

3. Governance and Management

There were no significant changes to the management team during the year. The smaller group of trustees continued to assume responsibility for key decisions

The Trustees are:

Alan Williams – Chair, Exhibitions Development and Publicity

Patrick Knowles – Treasurer

Glynis Allen – Lymm Archive Co-ordinator

Mark Linnell – Volunteer Co-ordinator

The following additional members make up the management team

Geoff Hawley - Education team

Trish Cockayne – General assistance

Malcolm Young- Head of Education team

Alan Taylor- Local history consultant, archiving and photographer.

Sue Haddock – Minutes Secretary

The Lymm Archive – Chair Glynis Allen

Other roles/leads as below

Object and artefacts’ archiving – we are being assisted in cataloguing by a new volunteer, Lucy Kimpton

Volunteering - Mark Linnell

Oral history (dormant) Glynis Allen

Premises - vacant. Peter Graham is currently ill but aims to return to the role.

Finance - Patrick Knowles
 Exhibitions - Alan Williams
 Research - Roger Hannam
 Friends' Admin - Chris Wakefield/Patrick Knowles
 ICT lead - Carol Sparkes
 Retail - Alan Williams/ Patrick Knowles
 Room Hire - Alan Williams/ Patrick Knowles
 Group visits - Alan Williams
 Displays - Colin & Janet Grimes

4. Financial Report

During the year ended 31 December 2022 the charity had income of £24,422 and made payments of £27,558 resulting in a net deficit of £3,136. Full details are included in the accounts at the end of this report.

With rising Covid case numbers in late 2021 and the emergence of yet another new variant (Omicron), the trustees decided to keep the Centre closed for the first three weeks of 2022 in order to protect volunteers and the wider public. The Centre re-opened for the final week of January 2022.

The charity received government support via Warrington Borough Council in the form of a £2,667 support grant to help recover from the effects of the pandemic.

The trustees are very grateful to all those individuals and bodies who have made donations during the year. Donation income included:

	2022 £	2021 £
Public donations	1,626	665
Friends of Lymm Heritage Centre	2,394	2,484
Lymm Rotary Club	200	
Sainsburys – Lymm Cross		2,006
Warburton Soulers		220
Thelwall Morris Men	50	
Other donors	105	92
Total	4,375	5,467

Retail sales are normally a significant source of income. The Historic Lymm in Colour book launched in late 2021 proved a continuing success in 2022 with 253 copies sold and it accounted for a third of the Centre's 2022 sales income. Whilst the Centre itself continues to generate the majority of retail sales, the online shop and sales via third parties (Lymm Post Office and Ruby & Harry gift shop) are also important. During the year 12% of sales were made online and 14% via third parties.

Turning to expenditure, the charity's most significant cost was the rent of £1,000 per month. It should be remembered however that our landlord gave the charity a very generous initial three-year rent free period to help the Centre get established.

Exhibitions expenditure of £2,187 was incurred in mounting three temporary exhibitions – Historic Lymm in Colour, the Queen's Platinum Jubilee celebration and the story of the Dunham breach and the 50th anniversary of the National Waterways gathering in Lymm.



The Lymm in Colour Exhibition was a popular attraction and helped to boost visitor numbers

The cost of mounting the Queen's Platinum Jubilee celebration exhibition was funded by a generous £200 donation from the Rotary Club of Lymm. The other two exhibitions were funded by a grant received from the Co-op Community Fund in late 2021.

Cash

At the end of 2022 the charity had cash at bank and in hand balances totalling £113,786 – a decrease of £3,136 from £116,922 at the beginning of the year. 2022 marked the first year since opening that cash balances experienced a decrease. In part, this was due to temporary exhibition expenditure utilising the Co-op grant monies received the previous year.

The year ahead and longer term

During 2022 we had success in re-building some of our income streams that suffered during the long periods of Covid induced closure in 2020 and 2021 – notably, retail profits, room hire and visitor donations.

Longer term our cash flow projection shows that we are likely to incur annual operating costs, excluding new exhibition spend and capital expenditure, of around £21,000 at current prices and will need to generate income accordingly. Friends' income and the above income sources are likely to support around 60% to 75% of our ongoing annual operating costs. In the short to medium term, any shortfall can be funded by our cash reserves but longer term we will need to develop plans to ensure that the gap is eliminated. Again, longer term, new exhibition costs and any significant capital expenditure will probably have to be grant funded.

A substantial proportion of our annual costs will be fixed (60% to 75%) and this has been borne in mind when setting our reserves' policy – see below.

Reserves policy

The coronavirus pandemic and the more recent energy cost crisis have shown the importance of charities maintaining strong reserves as a buffer against unforeseen negative events and where income may be reduced for an extended period and/or higher than expected costs are experienced.

The charity's policy is that unrestricted reserves represented by cash and liquid balances should not exceed, for an extended period, an amount equivalent to four years anticipated unrestricted expenditure. This means that the charity could continue to operate for a significant period where income was considerably lower than forecast unrestricted expenditure and/or costs higher than expected.

At the end of 2022, the charity's unrestricted reserves amounted to £114,479 (cash £113,786 plus debtors £1,668 less creditors/accruals £975). At the end of 2021 reserves were £116,920.

£114,479 compares to a long-term policy maximum of approximately £100,000 to £110,000. It is anticipated that the charity's reserves will fall close to, or within this band during 2023.

5. Exhibitions

2022 saw a lively return to exhibition activity.

Historic Lymm in Colour opened in February. This was a photo exhibition using images that had been created for the Centre's new book which had been published in the previous November. The exhibition also featured a twenty minute video which in turn prompted several special showings for visiting groups. The exhibition also helped to maintain a healthy level of sales for the new book.

Lymm Celebrates - Held throughout May to mark the Queen's Platinum Jubilee. An exhibition of photographs of past Jubilees, particularly featuring a collection of photos by Alan Edwards of the Silver Jubilee which went on to be featured on the BBC ONE Show. This was supported by a short film of Jubilees past. A limited edition, commemorative "Lymm Celebrates" mug, 72 produced, all sold out. A cut-out life sized model of the Queen proved particularly popular for photographs.

The Biggest Thing to Hit Lymm. June/July. Held to coincide with the Boat & Steam Gathering as part of Lymm Festival, this exhibition marked the 50th anniversary of Lymm being the venue for the National Waterways Boat Rally. The Rally had been held in response to the Dunham Breach in the previous year which had threatened to permanently close the canal. Again, the exhibition was a collection of photographs and storyboards, supported by a short film using archive material.

Lymm- Future Vision. This small exhibition showed the results of a competition run by Lymm Parish Council for local schools. It included a presentation evening which brought in many new visitors.



Some of the winners at "Future Vision" celebrate their success

Window Displays

All of the exhibitions throughout the year, apart from Future Vision were supported by creative window displays assembled by Colin and Janet Grimes. In addition, they also designed and installed our annual Remembrance and Xmas windows.

6. Learning.

The aim of the learning team has always been to provide learning experiences for local children and primary schools related to the Trade, Transport and Traditions themes of their village.

Unfortunately, due to the effect of the Covid pandemic, visits by schools to the Heritage Centre continued to prove difficult during the first part of 2022. Hence, as part of attempts to remind schools that the Heritage Centre was still available, artefacts, books and other materials were provided to local schools and there was no charge for planned visits to the Centre. Two schools, Cherry Tree Primary year 4 children and Oughtrington Primary School with year 6 children each made visits with two classes of children. The programmes the children experienced included Lymm Then and Now, Lymm's Role in the First World War and the introduction of a new programme, Lymm Changes during the Industrial Revolution.



Children from Cherry Tree taking part in the World War One Education session

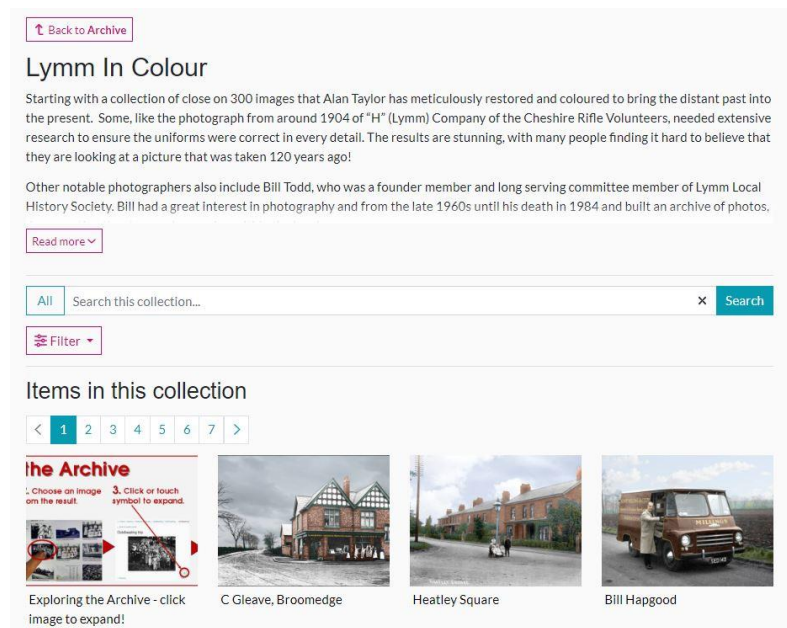
All the school visits were very enjoyable and successful and evaluations from the school staff and children were very positive. Both Cherry Tree Primary and Oughtrington Primary have indicated that they would welcome other visits to the Centre in 2023.

In addition to the sessions run by Malcolm's team there were four days of education activity during June run in conjunction with the Ellesmere Port Boat Museum education team and the staff of the fly boat, Saturn, an educational charity. Seven class groups from various schools in the area learnt about many aspects of life on a working canal boat. The children were given other canal related build projects in the Centre during their half-day visits.

7. The Lymm Archive

During the year, the Lymm Archive Team was invited by Culture Warrington, to attend a Digital Skills Workshop in addition to Oral History guidance, both of which were led by Archives and Heritage Officer, Philip Jeffs. These sessions were particularly enjoyable on archival practice and incredibly thought provoking. It was also enriched, by linking with other volunteers from similar establishments, including Daresbury Church and The Lewis Carroll Centre and Thelwall Local History Society - where ideas were shared on good practice and community engagement.

The Lymm Archive also welcomed a new volunteer, Lucy Kimpton to the wider team. Lucy contacted the Centre, having a strong interest within the Heritage Sector – and with a specific interest in cataloguing our objects collection. As volunteers, we can all learn from each other and these new sets of skills and experience are very much appreciated.



Moreover, and as the year drew to a close, this additional knowledge and expertise will be of further benefit as the Archive now prepares for the migration of data from the current PastView Essentials package, developed by Townsweb Archiving, to their mainstream package, **PastView Global 3**.

The upgraded Pastview Global 3 includes many new features

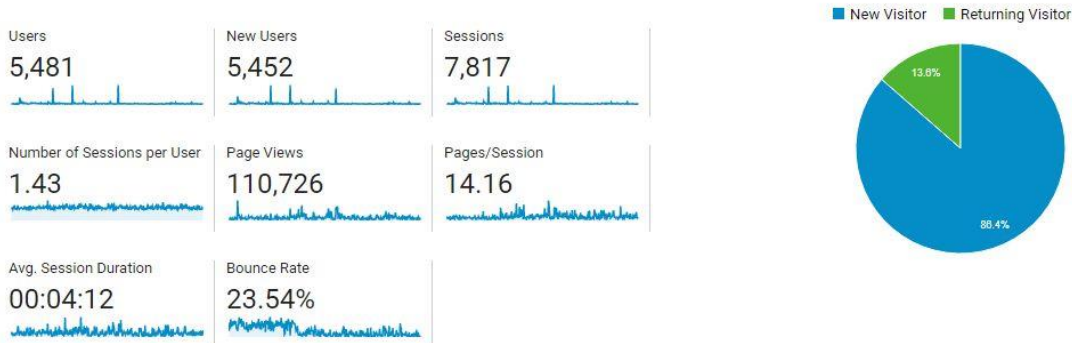
After detailed meetings with Senior Management, there were some valuable benefits for this move, including:

- Use of **BookExplorer** and other collection display modes such as **ObjectView**, providing access for uploading PDFs, whilst adding them to our website in 3d-page-turning format
- Opening up use of a "quoted terms" search once made available
- A more visually attractive website design which will encompass an updated search function (which will also include filters/advanced searching) for bespoke configuration
- There will also be a number of additional features, including use of entities to facilitate further searching within images, watermarks, import of documents (PDFs) and audio-visual (MP4/MP3 etc).

The Lymm Archive now holds **21 Main Collections**, with related hierarchies of sub-collections of almost 5,000 images. These encompass all manner of material such as photographs, newspapers, journals, registers, posters and plans, all under the supervision of Alan Taylor, the Centre’s lead photographer. This all serves to demonstrate a growing and dynamic system now wishing to expand and develop its content, securing Lymm’s history and with the continued focus of ‘sharing our heritage’.

Other new features, as they come available from Townsweb will also be built on over time. A snapshot of the Archive’s continued progression is illustrated below with data extracted from Google Analytics and showing demographics by country.

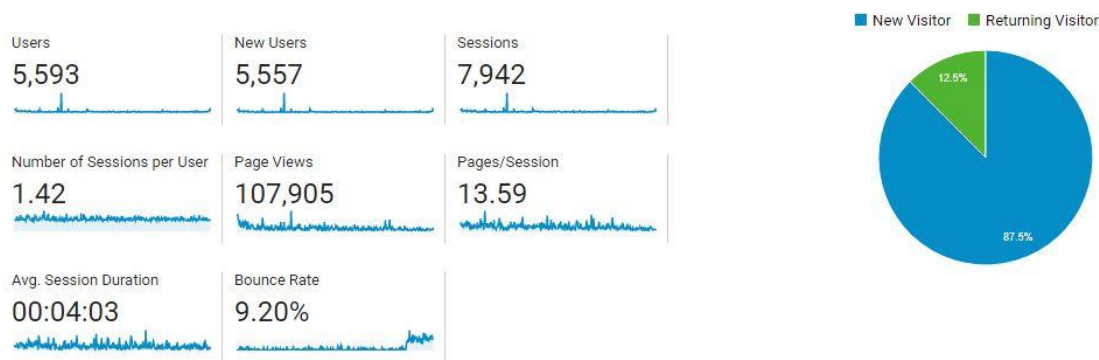
Year 2021 data



Demographics		Country		Users	% Users
Language		1.	United Kingdom	3,692	67.21%
Country		2.	United States	597	10.87%
City		3.	China	211	3.84%
System		4.	Australia	56	1.02%
Browser		5.	Canada	53	0.96%
Operating System		6.	Brazil	42	0.76%
Service Provider		7.	India	42	0.76%
Mobile		8.	Japan	42	0.76%
Operating System		9.	Spain	32	0.58%
Service Provider		10.	(not set)	30	0.55%
Screen Resolution					

[view full report](#)

Year 2022 data



Demographics	Country	Users	% Users
Language	1. United Kingdom	4,599	82.17%
Country	2. United States	285	5.09%
City	3. Australia	61	1.09%
System	4. Canada	47	0.84%
Browser	5. Ireland	45	0.80%
Operating System	6. China	42	0.75%
Service Provider	7. Germany	37	0.66%
Mobile	8. Spain	28	0.50%
Operating System	9. Netherlands	22	0.39%
Service Provider	10. France	20	0.36%
Screen Resolution			

[view full report](#)

Finally, working collaboratively with Lymm Heritage Centre’s Technical Support Team, and notably, Carol Sparkes, the Centre’s IT Lead, we are now confidently looking forward to this migration as our next stage of development.

8. IT team.

IT impacts on every aspect of the Centre from archiving to retail and displays. Carol Sparkes’ involvement came initially from her role in the Lymm Archive team. With her professional experience she quickly came to recognise the need for a consistent approach in the management of both hardware and data. Her report follows.

The volunteer IT Team continued to be proactive and this year welcomed a new member, Peter Thomas, bringing the complement back up to three volunteers and so providing a good level of resource availability and cover.

Besides providing continued attention to the Centre’s technological hardware and software from an operability and performance perspective, the team has, in the last year, completed its hardware and software inventory, which is now just under routine maintenance as a result of any tech changes, additions or retirements. The team is continuing to implement its governance initiative with this year’s phase having focused on understanding the type and level of the Centre’s off-site information (including that which is the Centre’s IPR) held, principally, on volunteers’ own devices. Copies of this

data has been taken in order to safeguard it. The next phase, for 2023, is to consider options for achieving this on an ongoing basis more smartly.

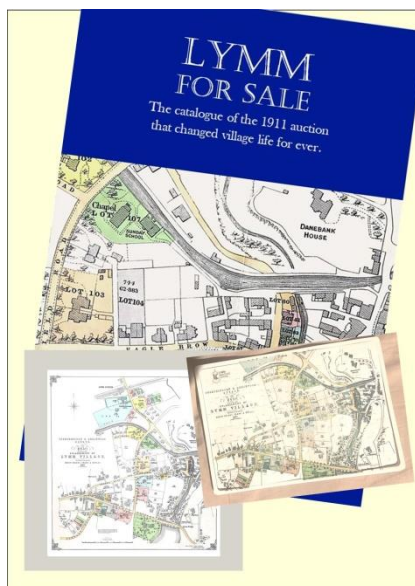
We have also been in very early discussions with Warrington Museum around the possibility of the Museum holding additional copies of the Centre’s digital information so as to ensure that it is available for posterity for an infinite period going forward in time. It will be interesting to see if/how this comes to fruition.

9. Oral history

Lymm Heritage Centre recently benefitted from oral history training, delivered by Philp Jeffs, Archives and Heritage Officer, Culture Warrington. This will enable heritage projects to set up, training volunteers in research skills, oral history interviewing, indexing and recording skills. These interviews will not only be made available within the Centre’s own Archive and history projects but linked with Heritage Open Days (8-17 September 2023) themed ‘Creativity Unwrapped’.

10. Volunteers

The Heritage Centre charity continues to be run entirely on volunteer effort. Lymm Heritage Centre opens Thursday to Sunday afternoons (12 noon to 4pm) throughout the year, staffed by many of those volunteers. Inevitably there is some “churn” in that team as volunteers step down for various reasons, typically ill health. In all the Centre has approximately 35 volunteers who are actively involved at least once a month. The demographic is not surprisingly heavily biased towards retired people. It is encouraging that the Centre continues to attract new volunteers with minimum publicity. The majority join for the opportunity to do room stewarding though we have also had a good influx of new volunteers interested in education in 2022. Our strength of volunteer numbers has meant we have been able to maintain our opening four days a week consistently throughout the year. There is an ever more pressing need though to expand the management, including potentially new trustees to contribute to the strategic direction of the Centre.



“Lymm For Sale” a valuable new addition to the Centre’s publications

The “Lymm for Sale” publication was largely produced by one of our new volunteers with the support of chair, Alan Williams. We have also had a new, young, history graduate who has been cataloguing our growing collection of documents and small artefacts. Other volunteers take a lead and play an active role in education and archiving as described in the relevant sections of this report. The IT sub-group continued to develop under the guidance of Carol Sparkes to catalogue and manage the Centre’s growing collection of IT equipment as well as turning its attention to ensuring a systematic approach to data security.

The trustees wish to thank all volunteers for their efforts and contributions during the year.

11. Friends and Sponsors

Income from our Friends scheme this year generated £2,722, compared to £2,863 in 2021. Friends’ income has reduced as sadly a small number of Friends have passed away and a few decided not to renew. Very few new Friends were recruited in the year. It is essential that more progress is made in recruiting new Friends if the scheme is not to experience further falls in numbers in future years. Membership remains at £12 per individual and £20 per couple/family. As far as possible we encourage membership payment by a recurring method such as standing order. We held the first Friends event since 2019 with the relaxation of Covid rules – the opening of the Lymm in Colour exhibition with a film showing. Some of our Friends go on to become volunteers or to support in other ways. We also have a business sponsor at £100 p.a. Friends and sponsors provide a vital, regular source of income. We are keen to grow this area as much as possible but need to introduce the scheme to visitors more proactively. In these inflationary times we need to redouble our efforts to increase numbers to maintain the value of this important contribution to funds.



Volunteers and friends were invited to a special showing of “Historic Lymm in Colour”

12. Premises

The Heritage Centre, as tenant, carries responsibility for effecting general repairs. Fortunately, there have been no significant areas of expense in 2022. A volunteer who had offered to assist with minor fixes is currently unwell but we hope will be returning in 2023.

13. Additional / Miscellaneous Activities

The relaxation of Covid rules has allowed a restart of additional activities but this has been generally slow. During the year there has been a public showing of the film "Lymm In Colour" for Friends and volunteers with further sessions for a U3A and a retirement club. It is an area that would benefit from expansion. Apart from the sessions themselves there is a feeling that these result in more follow up individual visits as a result of word of mouth. It is an example of an area that requires additional dedicated volunteer resource.

The Centre also participated in the National Heritage Open Days Scheme during September taking 20 people on walks round the village on the theme "Dead, Demolished or Defunct".

The Centre was represented at Warrington Local History Day in October.

There was a visit by the Lymm Archive team to Keate House residential care home.

In November the Heritage Centre hosted a performance of the souling play by the Warburton Soulers.

In December, the Centre had a tree at the St Mary's Christmas Tree Festival.

The Centre is a participating member of the Warrington Heritage Network.

14. Marketing & Promotion

Social media continues to be a significant point of access to our potential audiences. Local press outlets, Lymm Life and Warrington Guardian continue to be supportive and we have advertised in the former to promote specific activities eg the book launch. We continue to subscribe to the Visit Cheshire website which acts as a focal point for many heritage and tourism attractions in the county. There is a need to significantly ramp up marketing activity in 2023 to raise the profile of the Centre with the aim of also increasing visitor numbers and, with it, donations as a consequence. Marketing is an area that could benefit greatly from additional focused resource but also appears to be one where it is particularly difficult to recruit suitably skilled and committed volunteers.

15. On-line presence

Our online reach is an important means of sharing heritage. The Heritage Centre is represented in five main ways online.

1. **The Centre website www.lymmhic.co.uk** -had a major makeover during 2021 with the development of a more consistent and simplified style and presentation. In spite of this, visitor numbers continue to fall away significantly compared to the all-time high in 2020 of 4,769 unique visitors for 6,702 site sessions, averaging over 13 minutes. The equivalent figures for 2021 were 2,576 unique visitors for 3,473 sessions. In 2022 this fell again to just 1,912 sessions for 1,326 unique visitors. 71% of sessions were initiated from a mobile device and some thought perhaps needs to be given to simplifying the interface for that medium.
It is difficult otherwise to explain this reduction in traffic though one possible explanation is that online traffic in 2020 would have been particularly high with so many periods of “lockdown”.
2. **The Lymm Heritage Shop – www.lymmheritageshop.co.uk** was originally set up in November 2020. Sales in 2022 were well down on the previous year, just £1,229 compared to over £3,500 of revenue in 2021. This was entirely due to the lack of a “star” product at Christmas as “Lymm in Colour” had been in 2021. (It alone had generated £2,480 in on-line sales in Nov-Dec 2021). Sales of other new items like jigsaws were also disappointing and there is a sense that the cost of living crisis is inevitably having an impact.
3. **The Lymm Digital Archive (aka LyDiA). www.thelymmarchive.co.uk** The work of the archive team has been reported on more fully in Section 7 but it is worth noting again here that at the end of 2022 the team were embarked on a significant upgrade to the software that will open up many new features.
4. **Heritage Centre Facebook group increased its followers from 2,778 to 2,897 in 2022.** This number of followers is exceptionally high for such a small Centre and compares favourably with larger and longer established venues like Warrington Museum (3.9K) and Nantwich Museum (3.1K). It far exceeds the number of followers for other venues in the area like Knutsford Heritage Centre (0.75k), Lion Salt Works (0.75K) and Weaver Hall, Northwich (1.8k). Our success in terms of followers probably reflects the strength of our community engagement. But as a “niche” site for a small Centre it is probably unrealistic to anticipate substantial further growth. The page remains an important way of sharing heritage stories but also promoting the Centre and introducing new merchandise. Page reach (i.e. the number of individuals who saw at least one post, either because they like the content, had it shared to them, or as a result of promotion) was reportedly 41,940 - an increase of 51% on the previous year. There were approximately 80 posts through the year with a total reach of over 100,000. The most successful single post, promoting the Lymm in Colour exhibition had a reach of over 10,000.
5. **Lymm Memories Facebook group-** This group grew from 2,675 to 2,740 by the end of 2022, similar to the Heritage Centre site, as a niche group, further growth is likely be incremental. This is mainly a reminiscence group administered on our behalf by a lifelong resident of Lymm. Members also help with information for the archive and provide stories and information for publications.

In addition to the above, the Centre has a mailing list of approximately 400 who receive at least quarterly newsletters. The Centre also has an Instagram account which is still in its infancy. The Centre would benefit from additional specialist resource to help develop the online presence and impact.

The Centre can clearly see the ever-growing importance of social media as a means of keeping people informed, sharing heritage stories and promoting visits and activities. With that in mind the trustees remain keen to recruit a volunteer with specialist skills in this area.

16 Retail

Retail warrants separate mention in the report this year as it has become such an important revenue stream for the Centre but also a labour intensive one. Gross profit was £5,733 exceeding our budget by £2,333, a great achievement in a year with no new “blockbuster” product. It is the largest single source of income to the Centre. Significant time is spent on product research, design and preparation with jigsaws and mugs being key new products along with the new book “Lymm for Sale”. This work is largely carried out by the Chair (with the exception of Lymm for Sale”) along with many other responsibilities and is another example of where new resource could be of benefit.

The Centre also joined the newly reformed Lymm Traders Association in late 2022 as part of an initiative to attempt to stimulate footfall and therefore business in the village centre.



There were many new products in 2022 including Platinum Jubilee mugs which sold out.

17 The Year ahead

2022 was certainly a return to normality with visitor numbers back up, opening hours normal and a regular update of temporary exhibitions to maintain interest.

Having said that our aims for 2023 in the main are probably very similar to those with which we started the year. Chief among these is the need to expand the pro-active management team in order to be able to embark on new initiatives. These include

- A coherent, focused marketing campaign aimed at increasing visitor numbers.
- A more attractive family offering aimed at reproducing some of our success in 2019.
- A pro-active campaign to encourage more group visits along with an expansion in the number of people equipped to host these visits.
- A continued focus on ensuring we maintain or even grow our level of retail profitability.
- Recruitment of new Friends.

All of this goes alongside a commitment to continue to grow the Lymm Archive and to generally provide a service that sits at the heart of the community by recording, conserving and celebrating the village's unique heritage.



The relaunch of the "We Love Our Canal" education programme – always a highlight of the year

Contact: Alan Williams –Chair of trustees 07540-096282 lymmheritagecentre@gmail.com

TRUSTEES REPORT APPROVED DATE 6th April 2023

Alan Williams, Chair of Trustees 

Patrick Knowles, Treasurer 

APPENDIX A

Visitor Numbers

	2018	2019	2022
Jan	322	748	173*
Feb	264	814	240
Mar	381	546	498
Apr	497	618	616
May	269	604	447
Jun	1106	1086	1113
Jul	285	361	437
Aug	477	526	387
Sep	435	296	421
Oct	388	394	479
Nov	516	389	413
Dec	913	772	477
Total	5,853	7,154	5,701

- The Centre was not open for the first three weeks of 2022 due to concerns about the Omicron variant of Covid.
- Data for 2020 and 2021 does not offer a meaningful comparison due to extensive Covid closures and restrictions while open.

LYMM HERITAGE INFORMATION CENTRE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2021
	£	£
A1 RECEIPTS		
Donations	4,375	5,467
Legacy income		5,000
Sale of goods	10,555	13,288
Local authority Covid support grants	2,667	16,573
Other grants		3,007
Walks and talks	128	50
Room hire	3,874	2,782
Interest income	1,609	1,188
Gift Aid receipts	714	671
Insurance claim	500	4,425
TOTAL RECEIPTS	<u>24,422</u>	<u>52,451</u>
 A3 PAYMENTS		
Purchases of goods	5,116	7,339
Rent	12,000	12,000
Utilities and broadband	1,937	1,543
Insurance	982	896
Minor capital items	126	155
Software licences and support	1,547	192
Exhibition costs	2,187	846
Education costs	400	
Publicity	780	555
Refreshments	110	
Cleaning	3	
Printing, postage & stationery	64	464
Subscriptions	65	62
Sundry expenses	1,356	1,520
Repairs and renewals	140	500
Retail goods selling costs	745	286
Sub total	<u>27,558</u>	<u>26,358</u>
 A4 ASSET & INVESTMENT PURCHASES		
Other fixtures, fittings and equipment		235
Sub total		<u>235</u>
 TOTAL PAYMENTS	<u>27,558</u>	<u>26,593</u>
 NET (PAYMENTS)/RECEIPTS	(3,136)	25,858
Cash funds at 31 December 2021	<u>116,922</u>	<u>91,064</u>
Cash funds at 31 December 2022	<u>113,786</u>	<u>116,922</u>

STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2022

	31/12/2022	31/12/2021
	£	£
B1 CASH FUNDS		
Cash in hand	876	100
Cash at bank	112,910	116,822
	<u>113,786</u>	<u>116,922</u>
B2 OTHER MONETARY ASSETS		
Gift Aid debtor	782	630
Trade debtors	64	82
Accrued interest receivable	822	510
	<u>1,668</u>	<u>1,222</u>
B4 ASSETS RETAINED FOR THE CHARITY'S OWN USE		
Retail stock	4,003	3,940
Exhibition blocks/display cases	8,616	8,616
Carpet	2,900	2,900
IT and electrical equipment	10,271	10,271
Exhibition models	3,383	3,383
Other fixtures, fittings and equipment	7,237	7,237
	<u>36,410</u>	<u>36,347</u>
B5 LIABILITIES		
Trade creditors	74	109
Accruals	901	1,115
Provision for dilapidations	3,350	2,750
	<u>4,325</u>	<u>3,974</u>

Signed by two trustees on behalf of

all the trustees:

Signature

Print Name

Date of approval

Alan Williams

ALAN WILLIAMS

6/4/23

P. Knowles

PATRICK KNOWLES

6/4/23

LYMM HERITAGE INFORMATION CENTRE

England & Wales - Charity number 1164961

Accounts

Lymm Heritage Information Centre

Reg Charity 1164961



TRUSTEES ANNUAL REPORT 2021

1.	Introduction	2
2.	Objectives	3
3.	Governance and Management	3
4.	Financial Report	5
5.	Exhibitions	8
6.	Learning	9
7.	The Lymm Archive	9
8.	Oral history	11
9.	Volunteers	11
10.	Friends & Sponsors	11
11.	Premises	12
12.	Additional / Miscellaneous Activities	12
13.	Marketing & Promotion	13
14.	On-line presence	14
15.	The Year Ahead	16
APPENDIX A Visitor Numbers including details of Covid closures		18
ACCOUNTS YEAR ENDING DECEMBER 31ST 2021		
	Receipts and Payments	19
	Statement of Assets & Liabilities	20
	Notes to the Accounts	21
	Independent Examiner's Report on the Accounts	22

1. Introduction

Lymm Heritage Information Centre is a registered charity. It was originally formed and constituted as a volunteer group in January 2015 and became registered as a Charitable Incorporated Organisation (Lymm Heritage information Centre No 1164961) on 22 December 2015. The address of the charity is Lymm Heritage Centre, 1 Legh Street, Lymm, WA13 0DA.

This report covers the year ended 31 December 2021.

The Heritage Centre first opened its doors to the public as an exhibition centre on 22 June 2017 and by the end of 2020 the Centre had received very close to 20,000 visitors.

Opening and other activities including our education programme were again curtailed as in 2020 due to Covid restrictions. The Centre was closed completely from January through until the middle of May. (See Appendix A for open/close dates). When it did re-open, it was with various restrictions in place including, for some time, the mandatory wearing of masks, both for visitors and volunteers. As a result, visitor numbers were significantly down to 2,560 (compared to approx. 4,100 for the same period in 2019, the last year unaffected by Covid restrictions). This drop appears to have been very much in line with what was experienced across the museum and heritage sector as reported by AIM (Association of Independent Museums).

Continuing restrictions and caution also meant there were no education or group visits during 2021.

The Lymm Digital Archive (aka LyDiA) managed to continue to function using systems developed in 2020 that enable all the processes to be managed remotely. The archive now holds over 3,500 entries. In 2021 there were more than 100,000 individual image views made by visitors to the site.

A notable success during the year was the completion of a new book, Historic Lymm in Colour, which involved the colourisation of almost 300 images. The book sold over 500 copies in the six weeks following publication in mid- November.

The closure periods did allow for some final refinements to the core exhibition including the Traditions exhibit and new lighting.



Sadly, closed for the first four months of 2021

Extensive use was made of social media to maintain contact with Facebook followers of whom there are now approximately 5,500 across the Lymm Heritage page and the Lymm Memories group.

Financially, mandatory closure meant the Centre lost important visitor donation contributions as well as room hire revenue and Centre retail sales. Nevertheless, the Centre remains in a strong financial position, thanks in part to government support – see Section 4 for detail.

Administratively, with core exhibitions complete and the Centre generally bedded in, there has been no impetus to reconvene general management team meetings. Instead, Trustees relied on online consultations, as well as meeting with smaller focus groups on exhibitions, education, archiving etc. This is under review.



The completed "traditions" display

2. Objectives

Our Registered Charity constitution states our overall objective as:

"To advance the education of the public by providing and maintaining a heritage centre and museum for the exhibition to the public of objects, documents, photographs and other items connected with the history of Lymm, Cheshire and surrounding district."

3. Governance and Management

There were no significant changes to the management team during the year. The smaller group of trustees assumed responsibility for key decisions mainly relating to the timing of the opening and closure of the Centre in the light of government guidance and restrictions. This was in addition to the implementation of Covid safety guidelines and the gradual starting up of other activities.

The Trustees are:

Alan Williams – Chair, Exhibitions Development and Publicity

Patrick Knowles – Treasurer

Glynis Allen – Lymm Archive Co-ordinator

Mark Linnell – Volunteer Co-ordinator

The following additional members make up the management committee

Geoff Hawley - Education team and Parish council link (part year).

Trish Cockayne – General assistance

Malcolm Young- Head of Education team

Alan Taylor- Local history consultant, archiving and photographer.

Sue Haddock – Minutes Secretary

Learning and Engagement – Chair Malcolm Young

In practice Education remained inactive during 2021 due mainly to Covid health concerns while other groups continued to operate via Zoom or informally.

The Lymm Archive – Chair Glynis Allen

Object and artefacts' Archiving - This role is vacant

Volunteering & Oral History - Chair Mark Linnell

Premises- vacant. However, Peter Graham has offered to assist with urgent tasks.

Finance – Patrick Knowles

Exhibitions - Alan Williams

Research – Roger Hannam

Friends' Admin – Chris Wakefield/Patrick Knowles

ICT lead – Carol Sparkes

All the sub-group chairs, with the exception of Roger Hannam, Chris Wakefield and Carol Sparkes are members of the main management team



The Heritage Centre was the venue for a performance of the Souling play by the Warburton group in November.

4. Financial Report

During the year ended 31 December 2021 the charity had income of £52,451 and made payments of £26,593 resulting in net receipts of £25,858. Full details are included in the accounts at the end of this report.

Restrictions to control the spread of covid-19 meant the Centre was closed until late May. This had a negative effect on many of the charity's normal sources of income including retail sales, centre donations, room hire, education income and talks/walks. In addition, no donation was received from Lymm Historic Transport Day owing to the cancellation of the 2021 event.

The charity did however receive government support via Warrington Borough Council in the form of support grants to help mitigate the effect of being legally obliged to close. £16,573 was received in total.

The charity also received a very generous legacy of £5,000. The trustees are very grateful to all those individuals and bodies who have made donations during the year. In addition to all of the above, the Centre received donation income including:

	2021 £	2020 £
Public donations	665	678
Friends of Lymm Heritage Centre	2,484	2,712
Lymm Festival		1,000
Cotebrook Ltd.		10,000
Other donors	92	341
Lymm Rotary Club		200
Sainsburys – Lymm Cross	2,006	
Warburton Soulers	220	
Total	5,467	14,931

Retail sales are normally a significant source of income. The Historic Lymm in Colour book launched on the 20th November proved a great success in the lead up to Christmas, with 516 copies sold in just six weeks. Whilst the Centre continues to generate the majority of retail sales, the online shop and sales via third parties (Lymm Post Office and Ruby & Harry gift shop) are also important especially in the first part of the year when the Centre was subject to mandatory closure. During the year 27% of sales were made online and 16% via third parties.

Other income included a grant from the Co-op Local Community Fund (£3,007) and an insurance claim receipt (£4,425). This resulted from a successful claim under the business interruption part of the Centre's insurance policy for losses suffered as a result of being legally obliged to close in 2020 and 2021.

Turning to expenditure, the charity's most significant cost was the rent of £1,000 per month. It should be remembered however that our landlord gave the charity a very generous initial three-year rent free period to help the Centre get established.

Capital expenditure was very low given that in previous years substantial capital expenditure was funded by the National Lottery Heritage Fund grant.



Glynis Allen and Alan Williams receiving another generous cheque from the Co-op Local Community Fund, our third since the charity was set up.

National Lottery Heritage Fund (NLHF) grant

In 2017 the charity successfully applied for a grant of up to £88,200. This being 87% of the total eligible project cost of £100,950 towards a project to establish a heritage centre in Lymm. The grant was payable in stages, with the first tranche of £44,100 being received in 2017 and the second tranche of £35,280 received in 2019.

The grant was for certain approved purposes – principally furnishing and equipping the building, developing a core exhibition, setting up a digital archive and working with schools and other organisations to develop activities associated with the history of Lymm. As the purposes of the grant were somewhat narrower than the Objects of the charity, the grant was treated as a restricted fund and the accounts prepared accordingly.

By the project completion date of 31st January 2021, £77,549 of the grant had been spent. This left £1,831 repayable to the National Lottery Heritage Fund. In February 2021 the Fund waived repayment of this amount and advised that the charity could retain the money in order to help sustain activities in the future. No specific conditions were attached to this retained amount.

Cash

At the end of 2021 the charity had bank and cash balances totalling £116,922 – an increase from £91,064 at the beginning of the year.

Whilst much of this strong cash position is attributable to the hard work and efforts of the charity's volunteers in developing regular income streams, it should be borne in mind that a small number of factors that are unlikely to recur in the future are behind the significant increase experienced in the past couple of years. These include sizeable government funded covid- 19 support grants received from the local authority (£27,907), 2020 donation from Cotebrook Limited (£10,000), 2021 legacy (£5,000) and insurance claim (£4,425).

The year ahead and longer term

In 2022 a key objective will be to start to recover from the long periods of closure experienced in 2020 and 2021 necessitated by the measures to control the spread of covid-19.

During 2022, we aim to re-build and develop our existing income streams of Friends' subscription income, donation box income, retail profits, talks/walks, room hire whilst at the same time maintaining rigorous cost controls.

Longer term, our cash flow projection shows that we are likely to incur annual operating costs, excluding new exhibition spend and capital expenditure, of around £20,000 at current prices and will need to generate income accordingly. The above income sources are likely to support around 60% to 75% of our ongoing annual operating costs. In the short to medium term, any shortfall can be funded by our cash reserves but longer term we will need to develop plans to ensure that the gap is eliminated. Again, longer term, new exhibition costs and any significant capital expenditure will probably have to be grant funded.

A substantial proportion of our annual costs will be fixed (60% to 75%) and this has been borne in mind when setting our reserves' policy – see below.

Reserves policy

Unrestricted reserves

The coronavirus pandemic has shown the importance of charities maintaining strong reserves as a buffer against unforeseen negative events and where income may be reduced for an extended period and/or higher than expected costs are experienced.

The charity's policy is that unrestricted reserves represented by cash and liquid balances should not exceed, for an extended period, an amount equivalent to four years anticipated unrestricted expenditure. This means that the charity could continue to operate for a significant period where income was considerably lower than forecast and unrestricted expenditure and/or costs higher than expected.

At the end of 2021, the charity's unrestricted reserves amounted to £116,920 (cash £116,922 plus debtors £1,222 less creditors/accruals £1,224). This compares to a long-term policy maximum of approximately £100,000. The trustees are identifying actions, which over the next few years should reduce the reserves level closer to the long-term policy maximum.

5. Exhibitions

2021 was largely a year of consolidation and the first real opportunity to roll out what is seen as the complete core exhibition for the Centre covering the village's trades, transport and traditions as well as features on village life, such as the row of shop windows. Work was done to add to the display of films viewable on the rear internal wall of the Centre. A number of minor artefact donations have been made, including some trophies which have been incorporated into the shop window display.

Other minor features completed included the new dimmable lighting in the rear half of the room plus blinds to improve visibility of film videos projected onto the rear wall.

There was a short-term display of images of Lymm under Lockdown put together in conjunction with Kids Planet Nursery.



Visitors enjoying the Covid Artwork Exhibition

Window displays were also refreshed during the year and included a Salt exhibit, a window promoting the local Morris troupe, who were seeking to recruit new members, a Remembrance window and a Christmas window which featured the new "Historic Lymm in Colour" book.

A number of temporary exhibitions and smaller exhibits are planned for 2022.

As mentioned in the introduction, visitor numbers were significantly down on the last uninterrupted year at 2,560 compared to approx. 4,100 for the same period in 2019. This very much reflects the general experience in the sector. An Association of Independent Museums survey said that 38% of respondents saw attendance drop by half or more. On the plus side, numbers increased every month through the year and plans are in place to increase marketing profile during 2022.



The Remembrance window is an important annual window display. It is designed and installed for us, like all our displays, by Colin & Janet Grimes.

6. Learning.

Activities in this area were brought to a standstill during 2021 almost entirely as a result of Covid restrictions and concerns. The “We Love Our Canal” four day programme was all set to go ahead in June but had to be cancelled at the last minute as a result of new guidelines and restrictions brought in locally to combat the spread of the then new Delta variant. The website and archive site continue to provide online resources for schools and the Centre looks forward to restarting a more active programme in 2022 when all activities for schools will continue to be free.

7. The Lymm Archive

Another challenging year resulting from the pandemic, yet thanks to remote working, the Lymm Archive continues to grow and engage with the public.

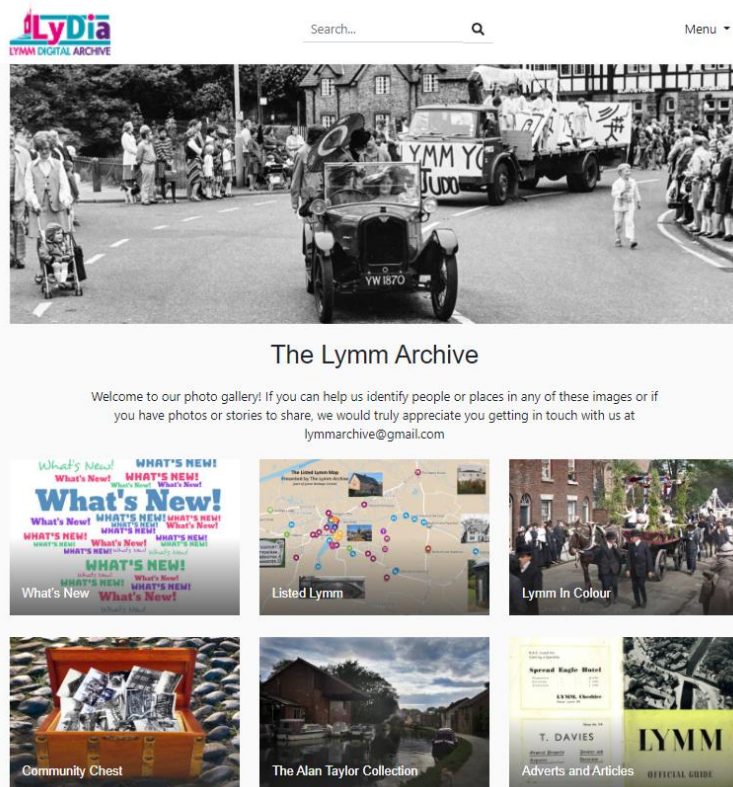
Our major detailed undertaking was the new Collection, ‘Listed Lymm’ featuring all Lymm’s listed structures that have special architectural and historic interest. This collaborative project was carried out by Carol Sparkes, the Centre’s IT Lead, and local author and historian, Roger Hannam. This involved many hours of detailed research from the 57 entries listed in the Historic England website. Significantly, Carol also devised an interactive map for the Archive, showing direct links for further information. It is worth noting that several of these buildings and structures are now private

property, but many can be seen from public roads and footpaths. So please enjoy this new and fascinating collection of Lymm heritage.

Also, in July, we welcomed Mrs Helena Park, from Rugby to the Centre, along with her husband and daughter. Here, they shared valuable memories from their treasured family photograph album, together with their wonderful reminiscences from their family connections with Lymm.

Mrs Park (nee Kay) lived at Dog Cottage on Oughtrington Lane. Her mother, Lena Kay, was Lymm May Queen in 1920. Much more of Mrs Park's memories can be viewed on the Archive, including a picture of Mrs Horsefield, her grandfather's mother. Horsefield's boats were once a very familiar sight in Lymm carrying coal and other cargoes.

September brought another welcome return to Keate House to celebrate their Heritage Day using images and short films produced by the Centre. By far the most popular were the 'old shops of Lymm', enabling residents to recall their own stories and experiences. It also inspired further discussion and reminiscence in the days that followed, and the Centre is looking forward to expanding its work on outreach.



The Lymm Archive home page featuring Lymm in Colour and Listed Lymm

The end of the year, saw the development of the 'Bill Todd Collection'. Here the Archive gladly accepted a notable collection of slides donated to the Centre by his family. Bill Todd was a founder member and long serving committee member of Lymm Local History Society. He had a great interest in photography and from the late 1960s until his death in 1984, built an extensive archive of photos with his wife, Kathleen Rees (formerly Todd, nee Holt). Kathleen was also a founder member of Lymm Jubilee WI. This donation, in conjunction with a short film available to view at the Centre, is yet another lasting tribute in preserving Lymm's memories.

To conclude and on a more personal note, the scanning of these slides demonstrated fantastic cross-team working that was undertaken by the three members of the IT group. However, and it is with great sadness that we share the news that our good friend and member of the team, Mr Peter Hesford, sadly passed away in January of 2022. Peter was a much valued and committed volunteer who made a great contribution to the Centre. He will be greatly missed by all his colleagues.

8. Oral history

The pandemic has meant that we have had to stop activities in this area because it has not been possible to visit people or to maintain social distancing. We will commence further interviews when we are able to do so.

9. Volunteers

The Heritage Centre charity continues to be run entirely on volunteer effort. Lymm Heritage Centre opens Thursday to Sunday afternoons (12 noon to 4pm) throughout the year, staffed by many of those volunteers. Inevitably there is some “churn” in that team as volunteers step down for various reasons and replacements are sought. This was exacerbated by the further disruptions caused by covid-19 closures and regulation. As with many organisations, the age profile shows the vast majority of volunteers being beyond retirement age. That does of course mean that the Centre is able to draw on a huge range of skills and experience from accounting to creative design and model making. There is still some concern among the trustees that too many ongoing tasks are falling on a very few shoulders. Renewed efforts will be made in 2022 to widen the team and delegate more tasks as well as finding more deputies for existing roles such as volunteer co-ordination and financial management.

The IT sub-group continued to develop under the guidance of Carol Sparkes to catalogue and manage the Centre’s growing collection of IT equipment as well as turning its attention to ensuring a systematic approach to data security.

The trustees wish to thank all volunteers for their efforts and contributions during the year.

10. Friends and Sponsors

The Centre now has 127 annual subscription memberships. Many of them are joint, meaning 190 members in total. Membership is £12 p.a. for individuals and £20 for couples. In total and including Gift Aid, this generated £2,713 in the year, slightly ahead of the previous year. As far as possible we encourage membership payment by a recurring method such as standing order. It was another frustrating year due to Covid that prevented the Centre being able to engage fully with Friends in the form of events and activities and had to rely instead on newsletter communication. We look forward to restarting activities in 2022. Some of these Friends go on to become volunteers or to support us in kind in other ways. We also have a business sponsor at £100 p.a. Friends and sponsors provide a vital, reliable, regular source of income and we continue to be keen to grow this area as much as possible but need to introduce the scheme to visitors more proactively.

11. Premises

Minor damp ingress started to appear during the year due to inadequate flashing and felting in one area of the roof. This was repaired and some broken slates replaced at a total cost of £500.

There was also a minor reappearance of Japanese knotweed to the side of the building. The landlord was notified as this was a specific exclusion from the list of responsibilities of the lessee.

At around the turn of the year one of our newer volunteers, Peter Graham, expressed a willingness to undertake minor maintenance jobs, a very welcome addition to the team.

12. Additional / Miscellaneous Activities

These were again curtailed by Covid but relaxation of rules toward the end of the year saw an opportunity at last to engage with other community groups. The Centre looks forward to a much more active engagement of this sort in 2022.

In August we supported an outdoor heritage event in Times Square in Warrington organised by Warrington's heritage network.



The Warrington Heritage Event in Time Square

The Centre also had an information stand at the Lymm May Queen, this year exceptionally held in September.

The Centre also participated in the National Heritage Open Days Scheme during September. Working in partnership with the owners of Lymm Hall, there were three visits for groups of 20. The groups

met at the Heritage Centre for a short illustrated talk. This was followed by a guided walk through the village before handing over to the new owners of the Hall for a guided tour to explain the renovation and environmental projects underway at the site.



Heritage Open Day visits to Lymm Hall

There was a visit by the Lymm Archive team to Keate House residential care home in September and an evening talk to Oughtrington WI in October.

On Saturday November 6th the Heritage Centre was, for the first time, a venue for a performance of the souling play by the Warburton Soulers.

And with things almost back to normal in December, the Centre had a tree at the St Mary's Christmas Tree Festival, had a record sales day at Lymm Dickensian Day and partnered with local business Papertown to run a children's workshop to make Christmas decorations.

13. Marketing & Promotion

Social media continues to be a significant point of access to our potential audience and towards the end of the year there were some tentative steps to spend in this area to boost views. Local press outlets, Lymm Life and Warrington Guardian continue to be supportive and we have advertised in the former to promote specific activities e.g. the book launch. There have also been a couple of interviews with Lymm Radio. A significant new spend towards the end of the year (£360 p.a.) saw us subscribing to the Visit Cheshire website which acts as a focal point for many heritage and tourism attractions in the county. There is an intention to significantly ramp up marketing activity in 2022 to raise the profile of the Centre with the aim of also increasing visitor numbers as a consequence. Marketing expenditure in 2021 was slightly less than 50% of the budgeted £1,200. Marketing is an area that could benefit greatly from additional focused resource but also appears to be one where it is particularly difficult to recruit suitably skilled and committed volunteers.

You are here: Things To Do > Lymm Heritage Centre

Lymm Heritage Centre

1 Legh Street, Lymm, Cheshire, WA13 0DA



Lymm is a popular destination for visitors at any time. There's great walks, and great places to eat, drink and shop, all set in a picturesque village with the old Cross at its heart. But your trip wouldn't be complete without paying a visit to discover the Lymm Story at Lymm Heritage Centre.

In fact why not make it your first stop? You can pick up a map or a trail and also

[READ MORE](#)

Part of the Heritage Centre entry on visitcheshire.com

14. On-line presence

In a year that saw the Centre closed for long periods, our online reach became an even more important means of sharing heritage. The Heritage Centre is represented in five main ways online.

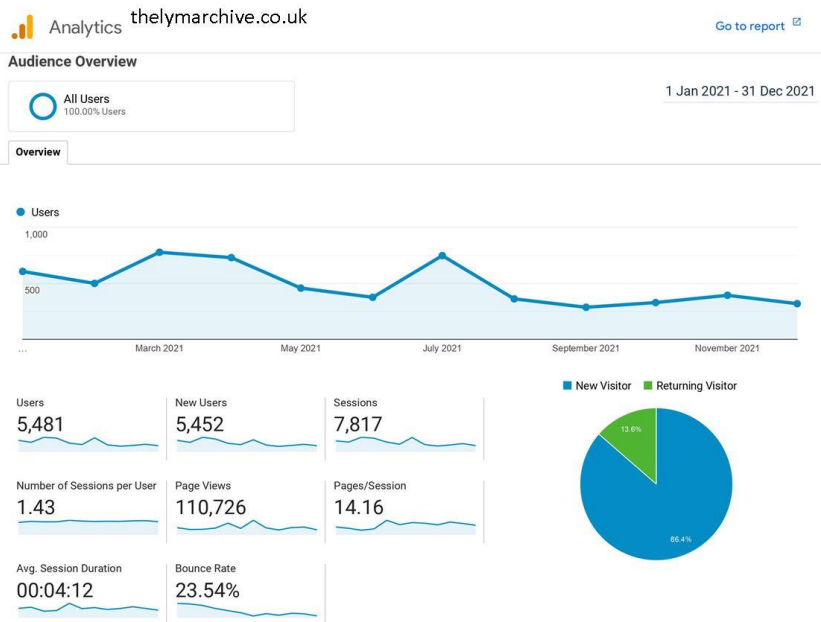
1. **The Centre website** www.lymmhic.co.uk -had a major makeover during the year with the development of a more consistent and simplified style and presentation. In spite of this, visitor numbers fell away significantly compared to the all- time high in 2020 of 4,769 unique visitors for 6,702 site sessions, averaging over 13 minutes. The equivalent figures for 2021 were 2,576 unique visitors for 3,473 sessions. It is difficult to explain this reduction in traffic though one surmises that online traffic in 2020 would have been particularly high with so many periods of "lockdown".
2. **The Lymm Heritage Shop** – www.lymmheritageshop.co.uk was originally set up in November 2020. The online shop has been a successful addition to the Centre's offering and brought valuable revenue, particularly in the run up to Christmas. It generated over £3,500 of revenue in 2021 – representing 27% of the retail total.



Home page of the new look website

3. **The Lymm Digital Archive (aka LyDiA).** www.thelymmarchive.co.uk A key part of our Heritage Lottery project was to deliver a secure, searchable, shareable archive. This was a part of the project that the team were able to continue to work on remotely during the year, with the result that the archive now has over 3,500 entries: mainly photographs but also advertisements and documents. The following chart illustrates the very encouraging levels of use of the archive both locally and internationally.

4. **Heritage Centre Facebook group increased its followers from 2,573 to 2,778 in 2021.** As a “niche” site it is probably unrealistic to anticipate substantial further growth. The page remains an important way of sharing heritage stories but also promoting the Centre and introducing new merchandise. Some posts reached over 2,000 people with a total cumulative reach of posts through the year of over 88,000.



The Lymm Archive "traffic" analysis for 2021

- Lymm Memories Facebook group**- This group grew from 2,400 members to 2,675 by the end of 2021. Similar to the Heritage Centre site, as a niche group, further growth is likely be incremental. This is mainly a reminiscence group administered on our behalf by a lifelong resident of Lymm. Members also help with information for the archive and provide stories and information for publications. It has been a valuable source of contact for many older people during another difficult year and has helped to keep them connected with friends and acquaintances.

In addition to the above, the Centre has a mailing list of approximately 400 who receive at least quarterly newsletters. The Centre also has an Instagram account which is still in its infancy. The Centre would benefit from additional specialist resource to help develop the online presence and impact.

The Centre can clearly see the ever- growing importance of social media as a means of keeping people informed, sharing heritage stories and promoting visits and activities. With that in mind the trustees remain keen to recruit a volunteer with specialist skills in this area.

15. The Year Ahead

2022 will be the year where we aim to fully recover to our pre-Covid position and start to move forward. We are in a strong position to achieve this thanks to a healthy financial position and a committed volunteer team.

Specifically, we aim to

- Rebuild visitor numbers. We will be pro-active in this by
 - Staging temporary exhibitions of local interest
 - Increasing our marketing effort

- Seeking new permanent compelling exhibits and displays
- Increasing our range of activities for children to make the Centre an attractive family destination.
- Encouraging more group visits both to the Centre and on an outreach basis.
- Restart education. We hope that schools will be keen to take up the opportunity but we will also carry out an awareness raising campaign to ensure schools understand better what is on offer.

All of this goes alongside a commitment to continue to grow the Lymm Archive and to generally provide a service that sits at the heart of the community by recording, conserving and celebrating the village's unique heritage.

Contact -

Alan Williams – Chair of Trustees 07540-096282

lymmheritagecentre@gmail.com

www.lymmhic.co.uk

TRUSTEES REPORT APPROVED

DATE 04/06/2022

Alan Williams- Chair of Trustees

Alan Williams

Patrick Knowles – Treasurer

Patrick Knowles

APPENDIX A

Visitor Numbers including details of Covid closures

	2020- visitor numbers	2021- visitor numbers	Days Open 2021	Average visitors per day
Jan	390	Shut	0	
Feb	387	Shut	0	
Mar	253	Shut	0	
Apr	Shut	Shut	0	
May	Shut	89	8	11.13
Jun	Shut	234	16	14.63
Jul	231	255	18	14.17
Aug	303	304	17	17.88
Sep	258	308	17	18.12
Oct	Shut	350	19	18.42
Nov	Shut	363	16	22.69
Dec	Shop only	657	16	41.06

LYMM HERITAGE INFORMATION CENTRE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	Total funds	Restricted funds: NLHF grant *	Unrestricted funds	Total funds
	2021	2021	2021	2020
	£	£	£	£
A1 RECEIPTS				
Donations	5,467		5,467	14,931
Legacy income	5,000		5,000	
Sale of goods	13,288		13,288	14,216
Local authority Covid support grants	16,573		16,573	11,334
Other grants	3,007		3,007	2,000
Education income	0		0	150
Walks and talks	50		50	110
Room hire	2,782		2,782	1,952
Interest income	1,188		1,188	1,049
Gift Aid receipts	671		671	863
Insurance claim	4,425		4,425	
TOTAL RECEIPTS	52,451	0	52,451	46,605
A3 PAYMENTS				
Purchases of goods	7,339	(34)	7,373	9,430
Rent	12,000		12,000	7,000
Utilities and broadband	1,543	77	1,466	1,588
Insurance	896		896	821
Minor capital items	155	24	131	2,193
Software licences and support	192	63	129	502
Exhibition costs	846	476	370	8,385
Publicity	555		555	358
Refreshments			0	71
Cleaning			0	581
Printing, postage & stationery	464	304	160	147
Subscriptions	62		62	62
Sundry expenses	1,520		1,520	974
Repairs and renewals	500		500	
Retail goods selling costs	286		286	508
Transfer - see Note 1		1,831	(1,831)	0
Sub total	26,358	2,741	23,617	32,620
A4 ASSET & INVESTMENT PURCHASES				
Exhibition blocks/display cases				180
IT and electrical equipment				4,744
Models				331
Other fixtures, fittings and equipment	235	205	30	2,963
Sub total	235	205	30	8,218
TOTAL PAYMENTS	26,593	2,946	23,647	40,838
NET RECEIPTS/(PAYMENTS)	25,858	(2,946)	28,804	5,767
Cash funds at 31 December 2020	91,064	2,946	88,118	85,297
Cash funds at 31 December 2021	116,922	0	116,922	91,064

* National Lottery Heritage Fund grant - see Note 1 for more details

LYMM HERITAGE INFORMATION CENTRE

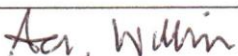

CHARITY REG. NO. 1164961

STATEMENT OF ASSETS & LIABILITIES AS AT 31 DECEMBER 2021

	Total	31/12/2021 Restricted funds NLHF grant	Unrestricted funds	31/12/2020 Total
	£	£	£	£
B1 CASH FUNDS				
Cash in hand	100		100	135
Cash at bank	116,822		116,822	90,929
	<u>116,922</u>	<u>0</u>	<u>116,922</u>	<u>91,064</u>
B2 OTHER MONETARY ASSETS				
Gift Aid debtor	630		630	696
Trade debtors	82		82	45
Accrued interest receivable	510		510	633
	<u>1,222</u>	<u>0</u>	<u>1,222</u>	<u>1,374</u>
B4 ASSETS RETAINED FOR THE CHARITY'S OWN USE				
Retail stock	3,940		3,940	1,831
Exhibition blocks/display cases	8,616	7,108	1,508	8,616
Carpet	2,900		2,900	2,900
IT and electrical equipment	10,271	8,967	1,304	10,271
Exhibition models	3,383	2,955	428	3,383
Other fixtures, fittings and equipment	7,237	5,123	2,114	7,002
	<u>36,347</u>	<u>24,153</u>	<u>12,194</u>	<u>34,003</u>
B5 LIABILITIES				
Trade creditors	109		109	222
Accruals	1,115		1,115	141
Provision for dilapidations	2,750		2,750	2,150
	<u>3,974</u>	<u>0</u>	<u>3,974</u>	<u>2,513</u>

Signed by two trustees on behalf of

all the trustees:

Signature	Print Name	Date of approval
	ALAN WILLIAMS	9/6/2022
	PATRICK KNOWLES	9/6/2022

LYMM HERITAGE INFORMATION CENTRE
NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

1) National Lottery Heritage Fund grant

In March 2017 the charity was notified that it had been successful in its application to the Heritage Lottery Fund for a grant of up to £88,200 being 87% of the total eligible project cost of £100,950 towards a project to establish a heritage centre for Lymm and to engage the community with its history. Subsequently the Heritage Lottery Fund was renamed the National Lottery Heritage Fund.

The grant was payable in stages with the first tranche of £44,100 being received in 2017 and the second of £35,280 received in 2019. In total 90% of the grant was received up to the end of the project in January 2021.

The grant was for certain approved purposes - principally furnishing and equipping the building, developing a core exhibition, setting up a digital archive and working with schools and other organisations to develop activities associated with the history of Lymm.

As the purposes of the grant are somewhat narrower than the Objects of the charity, the grant was treated as a restricted fund and the accounts prepared accordingly.

The approved purposes of the grant had to be completed by the 31st January 2021 and any grant monies received but not spent returned to the National Lottery Heritage Fund.

By the project completion date of 31st January 2021, £77,549 of the grant had been spent. This left £1,831 repayable to the National Lottery Heritage Fund. In February 2021 the Fund waived repayment of this amount and advised that the charity could retain the money in order to help sustain activities in the future.

No specific conditions were attached to this retained amount.

Section A Independent Examiner's Report

Report to the Trustees / Members of: LYMM HERITAGE CENTRE

Charity Ref: 1164961

On accounts for the year ended: **31/12/2021**

Respective responsibilities of trustees and examiner: The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement: My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement: In connection with my examination, no matter has come to my attention (~~other than disclosed below *~~)

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 Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*Please delete the words in brackets if they do not apply.

Signed:

H. Hickin

Date:

15/6/22

Print Name: HELEN HICKIN

Relevant professional qualification(s) or body (if any):

BSc Mathematics; MA Operational Research

Address: 7 Wakefield Drive, Endmoor, Kendal. LA8 0BF