



Warrington Museum of Freemasonry

Winmarleigh Street, Warrington, WA1 1NB

Income and Expenditure Account for the year ending 31st May 2023



Year 2021/2022	INCOME	Year 2022/2023
£540.00	Friends of the Museum	£525.00
£185.00	Warrington Group	£0.00
£601.00	Donations	£650.00
£643.57	AIM Grants	£0.00
£268.28	Regalia Sales	£668.00
£1,390.55	Hot Pot / Jubilee Tea	£0.00
£1,908.05	Bedding Plant Sales	£2,890.90
£5,536.45	Total Income for Year	£4,733.90


Year 2021/2022	EXPENDITURE	Year 2022/2023
£0.00	Petty Cash Payments	£100.00
£179.99	Ancestry Subscription	£0.00
£65.00	AIM Membership	£68.00
£163.92	Insurance Premium	£0.00
£115.62	Stationery	£153.15
£123.43	Equipment & Expenses	
£1,006.50	Hot Pot / Jubilee Tea	£0.00
£1,309.90	Bedding Plant Purchases	£1,026.45
£936.83	Building Project	£6,461.53
£92.54	Miscellaneous Expenses	£202.15
£3,993.73	Total Expense for Year	£8,011.28

£1,542.72 SURPLUS / DEFICIT **-£3,277.38**

FUNDS AVAILABLE

01/06/2022	Funds available brought forward	£8,100.91
	Income for the year	£4,733.90
	Expense for the year	-£8,011.28
31/05/2023	Petty cash at year end	£73.54
31/05/2023	Funds available to carry forward	£4,897.07

Treasurer

Barry Jameson 

Auditor

Jeff Brookes





Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	06	2022		31	05	2023

Section A Reference and administration details

Charity name

Warrington Museum of Freemasonry

Other names charity is known by

Registered charity number (if any)

1165077
HMRC Ref: EW57308.
Accreditation No 2387

Charity's principal address

Winmarleigh House, Winmarleigh Street, Warrington,

Postcode: WA1 1NB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Roberts	Trustee and Chair	10/08/22 Appointed	
2	Barry Jameson	Trustee		
3	Mike Williams	Member Trustee		
4	John McIntyre	Member Trustee		
5	Vic Charlesworth	Curator		
6	Caroline Crook	Archivist, non-Mason		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Mentor	Michelle Hill	Curator, Museums and Galleries Operations and Neighbourhoods, Tameside Museums & Galleries Portland Basin Museum 1, Portland Place Ashton-under-Lyne OL7 0QA

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by Board who would advertise the post

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Warrington Museum of Freemasonry ("the museum") was established under a Charitable Incorporated Constitution in June 2014, the board of trustees, having been formed in February 2014. The museum has:

- Obtained charitable status in January 2016.
- Registered as a Charity with HMRC to utilise Gift Aid benefit on donations – Registration confirmed September 2016, effective from July 2015
- Obtained Full Accreditation under the Arts Council England September 2018 No2387

It is also a member of the Masonic Museums and Libraries Group, the Association of Independent Museums, Museums Cheshire and works closely with Museums Development North West. It also has close links with the Warrington Museum and Art Gallery and another independent museum in Warrington.

The museum operates from Winmarleigh Street, Warrington which is the meeting place for the Warrington Masonic Group. Its activities are supported by the Group, which has a membership of around 300 Freemasons. The Hall is run by the Warrington Masonic Hall Company Limited, which has its own board of directors. The individual Lodges meeting at Warrington are the Halls shareholders.

The Group and the Hall Company Limited have supported the development of the museum and both have representatives on the board of trustees.

The trustees have also have a formal Mentoring agreement with a museum professional who is the Curator, Museums & Art Galleries, Tameside.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The trustees last updated their Forward Plan for the period 2021 - 24, in May 2021 and this was reviewed by the board in August 2021. The museum was closed since March 2020, as the masonic hall had also been substantially closed since that date. The key priorities were stripped back to reflect the task and the trustee's intent to get the museum back to business by the end of September 2021 as part of a "Project Restart". This was achieved and the sound organisation and structure were maintained, providing a platform for its future development. The museum was then dismantled in 2022 to facilitate a project to extend the museum's footprint by 42%. This has been successfully done, and the museum reopened in 2023. The event was marked (albeit a little belatedly) by a formal opening conducted by the Provincial Grand Master of the Province of West Lancashire.

This was consistent with the museum's original objectives, contained in its governing document:

- to underpin the museum's future by the development of succession plans as part of the Accreditation process
- to review its policies and plans, updating these to reflect the current practice and any related changes
- to continue to promote the museum as an integral part of the Warrington Cultural scene with a special focus on the Warrington Masonic Group and its place in the local community
- To continue to collect and preserve records, ephemera, and

- artefacts from Masonic and associated fraternal societies
- To support the funding requirements of the museum, by progressively growing and broadening the Friends of the Museum base, utilising Gift Aid relief to enhance their annual donations.

These objectives were incorporated into a project to expand the museum's footprint in Warrington Masonic Hall. The museum is now back and fully operational and given the changes to the board of trustees, the Forward Plan will be reviewed and updated in the current 2024 / 25 year.

The museum is in Warrington's Cultural Quarter where two other museums are located, including a similar independent, volunteer run museum. It has close links with these and additionally participates in events organised by Museums Development North West.

The museum is open to the public and hosts visits from organised groups such as historical societies, U3A and other non-Masonic organisations.

Each September the museum is part of a planned Heritage event, which generally involves 11 town centre venues. The Museum successfully participated in the September 2023 event.

This report is based on the template from the Commissions website. The trustees have all signed the Eligibility form using the Charity Commissions template and are directed to its website in their trustee agreement and receive copies of the commission's quarterly review.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The museum is run by the trustees; none of whom is paid for their services.

The trustees have a broad range of financial, educational, management, trusteeship, and practical capability.

They **are** also supported by a small group of volunteers covering web development, electrical work, decorating, photographing exhibits, labelling, and identifying, cleaning, woodworking, photographic cataloguing, and general maintenance.

A website has been developed for the museum and this will also require attention as the museum gets back to business.

The museum is now engaged in occupying its extended area in the Warrington Masonic Hall, an objective which at one time looked beyond expectation. The recent work in the Hall however has facilitated this much needed extension to the museum's footprint. The re-opening was early in 2023, with a formal acknowledgement of that later in the year.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

The museum and the trustees continue to benefit from its accreditation by ACE. A process of learning by doing" has improved the trustees' knowledge and ability in most areas of the museum. The result is a stronger capability around the trustee board and a sharper perspective on the next stages of the museum's development.

Achievements and performance for the past year remain as a somewhat academic nature. The project to extend the museum's footprint effectively dominated its affairs. The safe care of its collection being a challenging and vital task during that process.

The museum then held a successful Friends evening in August 2023, to formally mark its reopening in its the extended area. The trustees also ran their successful annual plant sales which is one of two key fundraising events, held by the museum.

The museum continues to provide a secure home for items held previously in the Leyland Masonic Hall, which had been sold for development. It also has a refreshed opportunity to provide a secure home for items from within the Province of West Lancashire, many of which would be at risk of being permanently lost. .

The trustees remain proud of their achievements and are energised by the prospect of further developing the museum in its new and extended surroundings.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees operate with a cash reserve since it does not hold any others, and this is reflected in its closing bank balance. It operates on an income and expenditure basis and does not have any accruals or prepayments.

This cash balance has serviced the donation to the Hall Company Limited for work done as part of the extension and internal improvements as part of the overall project.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Total Income in the year was £4,734 The main elements were £2,891 from the museum's successful plant sales initiative. £525 from the Friends group, with £650.00 of other donations. £668.00 of regalia sales made up the balance of income. This latter item is done as an adjunct to the museum's activities, it is second hand regalia donated to the museum with the specific intent of it being re sold to generate funds. It is not the sale of acquisitioned items.

Expenditure in the year was £8,011, the main elements being £6,462 for the Building Project related to the extension and reserved for through the cash balance accumulated. The cost of Plants for the sale was £1,026 and the balance was made of petty cash payments of £100, AIM membership £68, Stationary £153, and other miscellaneous expenses of £202.

The result was an exceptional deficit (£3,277).

The closing cash and bank balance was still wholly viable at £4.897, so the trustees have successfully serviced the cost of the extension and retained a healthy balance for further development.

Section F Other optional information

The Museum is fortunate in the support it receives from the Warrington Masonic Group and the Warrington Masonic Hall Company Limited. Both have entered long term commitments for occupancy of the space the Museum has in the Hall.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Barry Jameson</i>	
Full name(s)	Barry Jameson	
Position (eg Secretary, Chair, etc)	Trustee	
Date	28/01/2024	