

DEAL MARITIME AND LOCAL HISTORY MUSEUM

England & Wales · Charity number 1168344

Details

Status Registered

Legal form CIO

Registered 2016-07-21

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

Contact

Address 22 St. George's Road
Deal
Kent
CT14 6BA

Phone 01304 372098

Email museum@dealmuseum.uk

Website www.dealmuseum.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE "FOR THE PUBLIC BENEFIT, TO ESTABLISH AND MAINTAIN A MUSEUM IN DEAL FOR THE EXHIBITION OF ARTEFACTS AND DISPLAYS ILLUSTRATING THE HISTORY OF DEAL, WALMER AND DISTRICT.

Activities: The Deal Maritime and Local History Museum will provide opportunities for individuals and families to explore, enjoy and be inspired by the past in and around Deal, and will promote learning and research at all levels.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Sponsors Or Undertakes Research
- **What:** Education/training, Arts/culture/heritage/science, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£16,390	£29,345	-	-
2023-12-31	£23,330	£29,617	-	-
2022-12-31	£15,836	£15,825	-	-
2021-12-31	£17,163	£15,215	-	-
2020-12-31	£14,368	£7,860	-	-

Trustees

Name	Role	Appointed
Fay Franklin		2022-12-01
Helga Wood		2022-02-28
Ian Charles Redding		2023-08-01
Ian Robert Charles Williams		2025-07-01
Kathryn Lucy Penn-Simkins		2025-05-27
Kathryn Reilly		2019-03-06
Lisa Redding		2021-04-19
Mark Kelly		2022-12-01

Accounts



DEAL MARITIME AND LOCAL HISTORY MUSEUM

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

CHARITY NUMBER 1168344

**Ian Redding (Treasurer)
Kathryn Reilly (Co-Chair)
Lisa Redding (Co-Chair)**

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Page
CONTENTS	2
Charity Information	3
Report of Directors/Trustees	4 - 7
Independent Examiners Statement	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 - 12
Detailed Income and Expenditure	13 - 14

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

ADMINISTRATIVE / LEGAL INFORMATION

REGISTRATION DETAILS:	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, Registered in England and Wales Charity Number: 1168344
GOVERNING DOCUMENT	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, governed by the Charities Act 2011, Companies Act 2006 and its associated constitution.
COMMITTEE MEMBERS	At 31 December 2024: Kathryn Reilly Co-Chair Fay Franklin Trustee Mark Kelly..... Trustee Lisa Redding Co-Chair Ian Redding..... Treasurer Helga Wood Trustee Resigned during 2024: <i>Suzanne Green Trustee</i> <i>Helen Robertson..... Trustee</i>
REGISTERED OFFICE	DEAL MARITIME AND LOCAL HISTORY MUSEUM 22 St George's Road DEAL Kent CT14 6BA
BANKERS	Unity Trust Bank 4 Brindley Place Birmingham B1 2JB
INDEPENDENT EXAMINER	Bronwen Robson

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2024**

The Trustees present their report and financial statements for the period ended 31 December 2024.

PRINCIPAL ACTIVITIES

The objects of the DEAL MARITIME AND LOCAL HISTORY MUSEUM are specifically restricted to being for the public benefit, to establish and maintain a museum in Deal for the exhibition of artifacts and displays illustrating the history of Deal, Walmer, and district.

It delivers this through:

- The extension, enhancement, preservation, maintenance, and storage of the museum's collections.
- The fostering of an environment where visitors of all ages are enabled to explore, and be inspired by, the history of the local area.
- The provision of opportunities for research and learning relating to the museum's collections.
- The facilitation of the on-going recording of the history of Deal, Walmer, and surrounding villages.

ACHIEVEMENTS AND PERFORMANCE

Having secured Accredited Museum status in 2022, both 2023 and 2024 have been years in which Trustees have taken important decisions to invest resources held and improve the Museum significantly to ensure it is fit for purpose today, into the future, and better addresses the needs of the local community and Museum visitors.

2024 brought the following changes:

Buildings and maintenance

A key investment was to continue to improve the fabric of the Museum buildings and to ensure they meet our ambitions. Our most significant financial outlay of the year was the installation of levelling screed and Museum-quality flooring throughout the entire ground floor. Humidity levels in the Stable Block have been significantly reduced through the mending of lead guttering, and the repointing of the front with lime mortar. Sheds have been temporarily covered with tarpaulins.

In addition, the shop area of the Museum has been refitted and expanded and new products developed that are unique to us. We have acquired more garden chairs for Courtyard, and heavy-duty folding tables for events. New external signs have been fitted, and we have three swing boards throughout the town advertising our location.

Systems

The Museum has moved all its email, archiving and cataloguing over to Google Not for Profits, and the website has been upgraded. A self-guided visitor tour 'InfoPoint' has been installed, and volunteers have been trained in using it.

Re-organising of Museum and contents

After closing the Museum for winter in October 2024 a comprehensive reorganisation of the museum cabinets and artefacts was started, including mobilising display units for maximum flexibility of space for different uses, updating front desk and backboard artwork and refreshing exhibits. New displays were added including a collection of silverware belonging to the Kingsdown Angling Club, the telling of the story of East Kent mining, lifeboat boards celebrating Deal's three lifeboat stations, and a collection of paintings by local artist Peter Webb re-imagining the streets of Deal in Georgian times.

Artefacts acquired throughout the year included the clock from the Royal Marines Drill Hall, a Deal payment token from 1669, several pieces of Deal crested souvenir ware, sales deeds for the Royal Navy Yard and a Dutch lidded beer stein that depicts the 1638 Battle of the Downs.

Events and Visits

Throughout the year we held stalls in Deal Market, in the Town Hall Undercroft, at the Braderie and took part in Christmas Markets selling the products of our expanded shop.

A special exhibition on Deal's lost buildings was held during Heritage Weekend, and we also held displayed and exhibition on the life and works of Pat Moody, artist and Deal resident. Other events included our Night at the Museum Music and Poetry Evening, talks on the lost Sandown Castle and a Royal Marines and WRENS reunion as a celebration on the eve of the Annual Royal Marines Memorial Concert. We hosted visits from the Sea scouts, local History Groups and schools. In total we have welcomed 1834 people to the Museum.

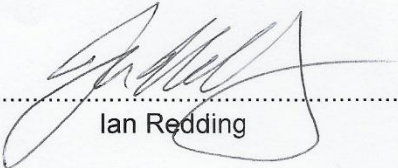
Effective governance of the Museum has continued throughout the year with Trustees meeting regularly, minutes recorded, and actions undertaken. Many of our achievements have been possible through the continuity of the Trustee Board, there having been no change of Trustees during the year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees of the Charity are required to prepare financial statements for each financial year which give a true and fair view of the state of financial affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- * select suitable accounting policies and apply them consistently,
- * make judgements and estimates that are reasonable and prudent,
- * state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements, and
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed..........Treasurer
Ian Redding

DEAL MARITIME AND LOCAL HISTORY MUSEUM

REPORT OF THE CHAIR AND TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2024

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements:

The net movement in funds for the year amounted to minus £12,955.

The retained reserves on 31 December 2024, amounted to £22,193 (including restricted and unrestricted funds, but excluding the value of the Museum Premises).

The Trustees are aware of the need to comply with good practice guidelines on free reserves and DEAL MARITIME AND LOCAL HISTORY MUSEUM policy is included in the notes to the accounts.

RISK MANAGEMENT

The Trustees have examined the major risks which DEAL MARITIME AND LOCAL HISTORY MUSEUM faces and believe that maintaining free reserves at a reasonable level, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions.

The Trustees have also examined other operational and business risks which the Charity faces and established systems to mitigate the significant risks.

RESERVES POLICY

The Museum's reserves policy has been drawn up in accordance with the Arts Council's Guidance of 2019 regarding reserves in Arts and Cultural Organisations.

The Museum benefits from being the freehold owner of its building, having been gifted it specifically for the purpose, hence its value is reflected in Restricted Funds. However, this, along with the fact that the Museum is run on a largely voluntary basis, means that annual overheads are relatively low, and fundraising is regularly undertaken for specific activities and projects, so these again are accounted for on a Restricted Funding basis.

In 2023, Trustees agreed that in consideration of the charity's role as Museum and taking account of potential risks to the charity and its activities, to continue to designate £20,000 of Unrestricted balances protect and develop the important collection for which they are responsible; comprising £10,000 each for upkeep and maintenance of building and displays, and for acquisition of artifacts of historical importance to enhance the collection.

During the latter part of 2024, important changes took place to both the layout and the displays of the Museum, including new safety flooring for the ground floor of the main building. This required drawing of £5,000 from the designated sum for upkeep and maintenance of buildings and displays. Consequently, on 31 December 2024 that provisions stood at a reduced figure of £15,000.

- £5,000 - For upkeep and maintenance of building and displays.
- £10,000 - For acquisition of artifacts of historical importance to enhance the collection.

The Trustees also recognise that, should the Museum have to close, it would likely take at least 12 to 18 months to dispose of the collection and the building in a manner to ensure this can be done in accordance with requirements of the Museum's charitable status and purpose. Therefore, the organisation needs to maintain levels of reserves that amount to 18 months running costs, which totals some £9,000 to £10,500 at 2024 levels.

Therefore, at the start of 2025, Trustees were continuing to seek to increase their levels of unrestricted income to help provide adequately for any potential scenario that might reasonably be anticipated.

This Reserves Policy is kept under regular review to reflect changing activities of the Museum, its outreach into the local communities and beyond, and the future ambitions of both the Trustees and the Museum's clients and visitors.

TANGIBLE FIXED ASSETS

The Charities fixed assets fall into three main categories as follows:

Museum Buildings - The Charity's primary asset is its building which was gifted by Miss Nora Oppitz specifically for the purpose. In 2021 Trustees recognised the importance of recording the value of the building within its annual accounts, to provide a clearer picture of the financial status of the organisation. Local estate agents Bright and Bright gave a valuation of £550,000 which is the figure reflected in the Balance Sheet. Since the valuation, local property values initially increased but then decreased a little; and have recently returned to similar levels as 2021.

Museum Fixtures and Fittings - The Charity has existed for 52 years and has inherited its fixtures, fittings, display cases, etc. from many local people and local businesses, all gifted. As there was no cost to the Charity of acquiring these items, they do not bear a value in the annual accounts; should specialist fittings need to be purchased with a longer-term value, these will be reflected in the accounts and depreciated in value over their useful life.

Museum Exhibits – The Charity is regularly gifted new exhibits by area residents, and local tradespeople, and it is an ongoing exercise to catalogue these to provide a transparent record of their heritage value. As there was no cost to the Charity of acquiring these items to date, they do not bear a value in the annual accounts. However, there is always the potential for important local artefacts being made available to the Museum which would greatly enhance the collection for the benefit to the heritage of the Town if purchased by Trustees. Should such purchases occur, they will be reflected in the accounts at cost.

FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the Charity operations for the short to medium term, and the trustees consider the financial position of the Charity to be satisfactory.

VOLUNTEERS

DEAL MARITIME AND LOCAL HISTORY MUSEUM is a volunteer-managed and volunteer-run organisation that strives to achieve the highest levels of professionalism that might be expected of an accredited museum. As such it is all too aware of the importance of the vital roles played by its many volunteers and the skills, knowledge and expertise they bring; contributions that are ensuring the success of the Charity. These collective efforts are also creating opportunities for the expansion of the Museum's work and its outreach, and securing the development of collaborative activities, and partnerships, with other local voluntary agencies as well as with statutory bodies.

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)
INDEPENDENT EXAMINATION OF ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

Responsibilities and basis of report

The Trustees of the charity are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). Where required, it is the role of an Independent Examiner to undertake an examination of the Trust's accounts in accordance with section 145 of the 2011 Act, following applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

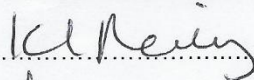
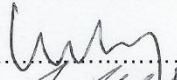
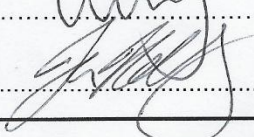
The Requirements for Independent Examination or Audit

All charities with an annual income above £25,000 are required to have either an independent examination of accounts or an audit. All charities with an annual income above £1m (or with an income over £250,000 and assets above £3.26m) are required to have an audit.

The scrutiny required can also depend on a charity's legal structure, level of income, and the wording in its constitution (for example, as unincorporated charities, Charitable Incorporated Organisations, or Charitable Companies). Charities with an income above £250,000 require a professionally qualified examiner or be a member of a body specified in the Charities Act 2006.

Further detailed explanations can be found at [Charity reporting and accounts | Resource Centre](#), including requirements for Annual Reporting to the Charity Commission.

Though the charity only had income of £16,390 in 2024, Trustees continued to consider it appropriate to retain an Independent Examination, and so better demonstrate accountability and provide transparency to support its increasingly ambitious activities and prospective turnover.

	 Kathryn Reilly (Co-Chair)	8/9/25	Date
	 Lisa Redding (Co-Chair)	8/9/2025	Date
	 Ian Redding (Treasurer)	8/9/2025	Date

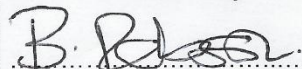
Independent Examiner's statement

The Independent Examiner's role is to ensure that no material matters have come to their attention in connection with the examination which gives them cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I can confirm to the Trustees that I have no such concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

In examining the 2023 accounts, it was apparent that the organisation has many minor historic Restricted Funds which have not been used in recent years, though Museum activity shows spending on related items from Unrestricted sources. I recommend to Trustees that they examine these during 2024 and adopt a policy relevant to activities as an accredited Museum, and to Restrict only those Funds given for specified purchases, projects, or outcomes.

	 Bronwen Robson	08/09/2025	Date
---	----------------------	------------	------

DEAL MARITIME AND LOCAL HISTORY MUSEUM
STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDED 31ST DECEMBER 2024

	<u>Notes</u>	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	2024 TOTAL £	2023 TOTAL £
<u>INCOMING RESOURCES</u>					
Voluntary Income	J and K	15,380	1,010	16,390	23,330
Total Incoming Resources		15,380	1,010	16,390	23,330
<u>RESOURCES EXPENDED</u>					
Charitable Activities	J and K	17,650	11,695	29,345	29,617
Total Resources Expended		17,650	11,695	29,345	29,617
Net Outgoing Resources		-2,270	-10,685	-12,955	-6,287
Fund Balance brought forward		24,493	10,655	35,148	36,008
Fund Balance Carried forward		21,145	1,109	22,254	35,148

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
BALANCE SHEET AT 31ST DECEMBER 2024**

	<u>Notes</u>	<u>2024</u>	<u>2023</u>
		£	£
Fixed Assets		<u>550,000</u>	<u>550,000</u>
Current Assets			
Stock	g	2,914	2,958
Deposits and Cash		1,121	1,231
Bank Account		<u>18,219</u>	<u>31,339</u>
		22,254	35,528
Current Liabilities			
Creditors : Short Term	h	0	380
			<u>380</u>
Net Current Assets/(Liabilities)		<u>22,254</u>	<u>35,148</u>
Total Assets less Total Liabilities:		<u>572,254</u>	<u>585,148</u>
Represented By:			
Restricted Funds	i	551,109	560,655
Unrestricted Funds:	i		
i/ Designated Fund for maintenance of Building/Displays		5,000.00	10,000.00
ii/ Designated Fund for collection acquisitions		<u>10,000.00</u>	<u>10,000.00</u>
Sub-Total		15,000	20,000
Unrestricted Reserves		<u>6,145</u>	<u>4,493</u>
		<u>572,254</u>	<u>585,148</u>

As at 31 December 2024

The trustees consider that for the period ended 31 December 2024; the charity was entitled to exemption from audit or Independent Examination under The Charities Act 2011 (Accounts and Audit) Order 2015, relating to smaller charities, given the level of annual turnover. However, they continued to consider it appropriate to retain an Independent Examination and better demonstrate accountability and provide transparency to support increasingly ambitious activities.

Trustees' responsibilities:

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with the legislation.
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to Charities subject to small charities accounting regime.

The financial statements on pages 8 and 9 were approved by the board of trustees on 8th September 2025 and signed on its behalf by

Kathryn Reilly Kathryn Reilly (Co-Chair)

Lisa Redding Lisa Redding (Co-Chair)

Ian Redding Ian Redding (Treasurer)

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. Accounting policies

(a) Basis of preparation

- (i) These accounts are the Accounts of DEAL MARITIME AND LOCAL HISTORY MUSEUM.
- (ii) They have been prepared on an accruals basis and include income and expenditure as they are earned/incurred, rather than as cash received or paid.
- (iii) The recommendations of the Statement of Recommended Practice have been followed in the preparation of these accounts.

(b) Fund Accounting

- (i) The Charity's general fund consists of funds, which the Charity may use for its purposes at its discretion.
- (ii) The Charity's restricted funds are those where the donor has specifically imposed restrictions on the use of the funds, or where fund-raising has been for a specified purpose, and which are legally binding.
- (iii) At the end of 2024, Trustees reviewed the restricted fund balances, having recognised that many of them were for minor sums and had been held for 4, 5 or even 6 years: they had also noted that they had been incurring expenditure in-year for identical purposes and activities, but had met them from unrestricted funds, rather than the restricted fund balances that they exceeded. Consequently, they rationalised the position and reallocated the in-year expenditure to utilise those balances.

(c) Voluntary Income

- (i) All voluntary income is included upon receipt.
- (ii) Grants received are credited to income immediately.

(d) Investment Income

Credit is taken for interest when the interest falls due for payment.

(e) Administration Expenditure

Administration expenditure comprises costs incurred in running the Charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

(f) Debtors	2024	2023
	£	£
	<u>0</u>	<u>0</u>

(g) Stock

This reflects the value of stock held, at the value of their purchase/production price.

(h) Creditors	2024	2023
	£	£
Short-term:		
Helen Robertson	<u>0</u>	<u>380</u>
	<u>0</u>	<u>946</u>

(i) Cash Movement 2024

Fund	Balance B/F £	Income £	Sub-Total £	Expended £	Balance C/F £
<u>RESTRICTED</u>					
R1 Archive *	425	10	435	435	0
R2 Deal Town Council – Greening Grant	179	0	179	70	109
R6 Collections Care at Risk *	22	0	22	22	0
R7 Pilgrims Trust (De-humidifiers)	262	0	262	262	0
R8 Brighton Royal Pavilion 1	140	0	140	140	0
R8 Brighton Royal Pavilion - LGBTQ+ project	2,388	0	2,388	2,388	0
	2,528	0	2,528	2,528	0
R9 Roof Fund	2,049	0	2,049	2,049	0
R10 Other restricted funds* (Lifeboat, Marines Exhibition, etc.)	1,202	0	1,202	1,202	0
R11 Lottery Heritage Fund – Info-Point	4,114	0	4,114	4,114	0
R12 Mr Pring - GIFT	0	1,000	1,000	0	1,000
SUB-TOTAL	10,655	1,010	11,665	10,556	1,109
Museum Buildings Valuation	550,000	0	550,000	0	550,000
TOTAL RESTRICTED	560,655	1,010	561,665	10,556	551,109
<u>UNRESTRICTED</u>					
General Fund	24,493	15,441	39,934	18,789	21,145
TOTAL FUNDS	585,148	16,451	601,599	29,345	572,254
* These are the rationalised funds, with reallocated expenditure, as explained in Note b (iii) above.					

(J) Deal Maritime and Local History Museum
Detailed Income & Expenditure
For YEAR ENDED 31ST DECEMBER 2024

	UN- RESTRICT FUND	RESTRICT FUND 1	RESTRICT FUND 2	RESTRICT FUND 12	RESTRICT FUND 11	RESTRICT FUND 9	RESTRICT FUND 8	RES. FUNDS 4,6 & 10 Marines, Coll Care, MODES, etc	TOTAL
	£	£	Deal Town Council	Gift – M Pring	Heritage Lott. Fund Info Point	Roof +	Roy Pavil LGBTQ+ Skill Build	£	£
<u>Incoming Resources</u>	£	£	£	£	£	£	£	£	£
Legacies – M. Pring				1,000					1,000
Bank interest	744								744
Subscriptions	156								156
Event Revenue	929								929
Donations	6,476	10							6,486
Shop Sales	3,947								3,947
Entrance	3,128								3,128
	15,380	10	0	1,000	0	0	0	0	16,390
<u>Outgoing Expenditure</u>									
Advertising	79				1,062				1,141
Bank Charges	76								76
Cleaning	9								9
Collections Care	9							22	31
Comp & Software	254				2,531		99		2,884
Electric - EDF	1,084								1,084
External Membership	346								346
Fund Raising									
Expenses	375								375
Gardening	0		70						70
General Exhibition									
Costs	1,078	113					20		1,211
Health and Safety	321								321
Insurance	1,282								1,282
Miscellaneous									
Purchases	500								500
Office Expenses	41								41
Postage and Stamps	43								43
Premises Expenses	6,805								6,805
Professional Fees	896				372		2,289		4,800
Refreshments	427				70				106
Repairs & Renewals	2,776					2,049			4,825
Shop Purchases	3,544								3,544
Telephone - Vodafone	416								416
Training Projects	0				79				79
Water	197								197
Webhosting	323								323
Zettle & Stripe Charges	63								63
TOTAL									
EXPENDITURE	20,569	113	70	0	4,114	2,049	2,408	22	29,345
	-5,216	-103	-70	1,000	-4,114	-2,049	-2,408	-22	-12,955

(k) Deal Maritime & Local History Museum
Summary Restricted v Unrestricted
Income & Expenditure y/e 31 Dec 2024

	UNRESTRICTED £	RESTRICTED £	2024 TOTAL £	2023 TOTAL £
<u>Incoming Resources</u>				
Heritage Lottery – Info Point			0	10,000
Pilgrims Trust - Dehumidifiers			0	448
Brighton Royal Pavilion			0	643
Deal Town Council			0	2,000
Gifts		1,000	1,000	0
Bank Interest	744		744	25
Subscriptions	156		156	836
Donations - General	6,466	10	6,476	1,271
Donations – At Entrance	3,128		3,128	3,387
Shop Sales	3,947		3,947	4,489
Refreshments Sales	338		338	66
Quiz Night/Events	591		591	165
TOTAL INCOME	15,380	1,010	16,390	22,330
<u>Outgoing Expenditure</u>				
Advertising	79	1,062	1,141	559
Bank Charges	90		90	58
Cleaning	9		9	95
Collections Care		22	22	1,843
Computer and Software	254	2,630	2,884	6,514
Electric - EDF	1,084		1,084	1,501
Exhibition Costs General	1,078	133	1,211	
External Membership	346		346	118
Gardening		70	70	821
Health and Safety	321		321	1,932
Insurance	1,282		1,282	1,237
Miscellaneous Purchases & Sundry Expenses	500		500	174
Office Expenses	41		41	381
Postage and Stamps	42		42	77
Premises Expenses	6,805		6,805	3,273
Professional Fees	896	2,661	3,557	4,800
Refreshments	427	70	497	106
Repairs & Renewals	2,776	2,049	4,825	260
Shop Purchases	3,544		3,544	1,824
Telephone - Vodafone	416		416	319
Training		79	79	643
Water	197		197	129
Webhosting	323		323	247
Zettle. Stripe, & PayPal Charges	63		63	88
TOTAL EXPENDITURE	20,569	8,776	29,345	29,617
Surplus/Deficit	-5,189	-7,766	-12,955	-6,287

Accounts



DEAL MARITIME AND LOCAL HISTORY MUSEUM

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

CHARITY NUMBER 1168344

**Ian Redding (Treasurer)
Kathryn Reilly (Co-Chair)
Lisa Redding (Co-Chair)**

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Page
CONTENTS	2
Charity Information	3
Report of Directors/Trustees	4 - 7
Independent Examiners Statement	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 - 12
Detailed Income and Expenditure	13 - 14

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

ADMINISTRATIVE / LEGAL INFORMATION

REGISTRATION DETAILS:	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, Registered in England and Wales Charity Number: 1168344
GOVERNING DOCUMENT	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, governed by the Charities Act 2011, Companies Act 2006 and its associated constitution.
COMMITTEE MEMBERS	At 31 December 2023: Kathryn Reilly Co-Chair Fay Franklin Trustee Suzanne Green Trustee Mark Kelly..... Trustee Lisa Redding Co-Chair Ian Redding..... Treasurer Helen Robertson..... Trustee Helga Wood Trustee <i>Resigned during 2023:</i> <i>There were no resignations during 2023</i>
REGISTERED OFFICE	DEAL MARITIME AND LOCAL HISTORY MUSEUM 22 St George's Road DEAL Kent CT14 6BA
BANKERS	A/ To April 2023: National Westminster Deal Branch 31 High Street Deal CT14 6EW B/ From April 2023: Unity Trust Bank 4 Brindley Place Birmingham B1 2JB
INDEPENDENT EXAMINERS	Bronwen Robson (Though not required by Charity Law until annual income reaches £25,000 or more).

DEAL MARITIME AND LOCAL HISTORY MUSEUM

(A CHARITABLE INCORPORATED ORGANISATION) REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees present their report and financial statements for the period ended 31 December 2023.

PRINCIPAL ACTIVITIES

The objects of the DEAL MARITIME AND LOCAL HISTORY MUSEUM are specifically restricted to being for the public benefit, to establish and maintain a museum in Deal for the exhibition of artifacts and displays illustrating the history of Deal, Walmer, and district.

It delivers this through:

- The extension, enhancement, preservation, maintenance, and storage of the museum's collections.
- The fostering of an environment where visitors of all ages are enabled to explore, and be inspired by, the history of the local area.
- The provision of opportunities for research and learning relating to the museum's collections.
- The facilitation of the on-going recording of the history of Deal, Walmer, and district.

ACHIEVEMENTS AND PERFORMANCE

Having secured Accredited Museum status in 2022, during 2023 we moved the Museum forward significantly in terms of ambition and physical action.

- In a move to improve our financial management, and to better reflect our values, we changed our bank to Unity Trust and opened a deposit facility, to maximise our reserves.
- Improvements to the fabric of the building have included
 - the rewiring of our large downstairs gallery and WC,
 - the installation of improved and more energy efficient lighting,
 - the fitting of safety film to all our glass display cabinets and glazed exhibits, and
 - the building of a new cabinet for the uniforms in our Royal Marines display.
- Externally, an entertainment area with a bespoke stage has been created, we have improved and increased the planting in the courtyard and have also joined the local Deal Hop Farm.
- The courtyard improvements have enabled us to hold various events during the summer including an evening of poetry and music, and a Family Day with a Punch and Judy puppet show, face painting, and quizzes to encourage young people to explore the Museum.

We have continued to review our collections and have

- Acquired new exhibits that help us better tell the story of Deal and its people,
- Disposed of items not Deal related to other more appropriate Museums or private collectors,
- Returned 8 gravestones to their original location at neighbouring St George's churchyard, and
- Completed the rationalisation of the Museum's archives and ensured that every artefact is now properly documented.

We have been developing our activities and outreach, having

- Secured funding from the National Lottery Heritage Fund to introduce InfoPoint to the Museum, thus giving us a new, interactive element for visitors which we will continue to develop alongside our volunteers and local communities,
- Begun a long-term initiative to document the important gay history of the town, with oral histories telling this largely untold aspect of Deal's history,

- Developed local partnerships with groups such as the Deal Pirates, who have helped us with heavy lifting, cleaning etc., and
- Increased our involvement with the Wheels of Time initiative, which encourages young people to visit heritage attractions across Kent, and with both the Association of Independent Museums and Stronger Kent Communities to strengthen our management practices and gain the latest intelligence on best practice.

This was all achieved while also welcoming over 2,000 visitors, carrying out archive and artefact searches when requested, facilitating out of hours visits for Historical Societies and school groups, and changing our displays throughout the season to encourage repeat visits.

The Museum does not charge an entrance fee, but asks for donations instead, a decision taken by Trustees after COVID to encourage visitors back which appears to have been successful. We also have increased our revenue through the Museum Shop, which has also held stalls externally during the year at Deal's Saturday Town Market, on the High Street at Christmas, and at other locally organised events. The Shop contains a variety of Museum souvenirs, many of them unique to the Museum, books focussing on local history, and artwork from local artists.

Effective governance of the Museum has continued throughout the year with Trustees meeting regularly, minutes recorded, and actions undertaken. Many of our achievements have been possible through the continuity of the Trustee Board, there having been no change of Trustees during the year.

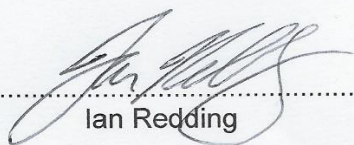
STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees of the Charity are required to prepare financial statements for each financial year which give a true and fair view of the state of financial affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed.....Treasurer


Ian Redding

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
REPORT OF THE CHAIR AND TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2023**

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements:

The net movement in funds for the year amounted to minus £6,287

The retained reserves on 31 December 2023, amounted to £35,148 (including restricted and unrestricted funds, but excluding the value of the Museum Premises).

The Trustees have been aware of the need to comply with good practice guidelines on free reserves and DEAL MARITIME AND LOCAL HISTORY MUSEUM policy is included in the notes to the accounts.

RISK MANAGEMENT

The Trustees have examined the major risks which DEAL MARITIME AND LOCAL HISTORY MUSEUM faces and believe that maintaining free reserves at a reasonable level, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions.

The Trustees have also examined other operational and business risks which the Charity faces and confirm that they have established systems to mitigate the significant risks.

RESERVES POLICY

The Museum's reserves policy has been drawn up in accordance with the Arts Council's Guidance of 2019 regarding reserves in Arts and Cultural Organisations.

The Museum benefits from being the freehold owner of its building, having been gifted it specifically for the purpose, hence its value is reflected in Restricted Funds. However, this, along with the fact that the Museum is run on a largely voluntary basis, means that annual overheads are relatively low, and fundraising is regularly undertaken for specific activities and projects, so these again are accounted for on a Restricted Funding basis.

On 31st December 2023, Unrestricted Fund balances totalled £24,493; however, in consideration of the charity's role as Museum and taking account of potential risks to the charity and its activities, Trustees have agreed that it is necessary to continue to designate the following sums from Unrestricted balances to both protect and develop the important collection for which they are responsible:

- £10,000 - For upkeep and maintenance of building and displays.
- £10,000 - For acquisition of artifacts of historical importance to enhance the collection.

The Trustees also recognise that, should the Museum have to close, it would likely take at least 12 to 18 months to dispose of the collection and the building in a manner to ensure this can be done in accordance with requirements of the Museum's charitable status and purpose. Therefore, the organisation needs to maintain levels of reserves that amount to 18 months running costs: excluding professional fees and other 2023 one-off costs which won't be incurred in 2024, this totals some £15,500 at 2023 levels.

Therefore, at the start of 2024, Trustees were continuing to seek to increase their levels of unrestricted income to help provide adequately for any potential scenario that might reasonably be anticipated.

This Reserves Policy is kept under regular review, to reflect changing activities of the Museum, its outreach into the local communities and beyond, and the future ambitions of both the Trustees and the Museum's clients and visitors.

TANGIBLE FIXED ASSETS

The Charities fixed assets fall into 3 main categories as follows:

Museum Buildings - The Charity's primary asset is its building which was gifted by Miss Nora Oppitz specifically for the purpose. In 2021 Trustees recognised the importance of recording the value of the building within its annual accounts, to provide a clearer picture of the financial status of the organisation. Local estate agents Bright and Bright gave a valuation of £550,000 which is the figure reflected in the Balance Sheet. Since the valuation, local property values have initially increased but then decreased a little; and have returned again to similar levels as 2021.

Museum Fixtures and Fittings - The Charity has existed for 51 years and has inherited its fixtures, fittings, display cases, etc. from many local people and local businesses, all gifted. As there was no cost to the Charity of acquiring these items, they do not bear a value in the annual accounts; should specialist fittings need to be purchased with a longer-term value, these will be reflected in the accounts and depreciated in value over their useful life.

Museum Exhibits – The Charity is regularly gifted new exhibits by area residents, and local tradespeople, and it is an ongoing exercise to catalogue these to provide a transparent record of their heritage value. As there was no cost to the Charity of acquiring these items to date, they do not bear a value in the annual accounts. However, there is always the potential for important local artefacts to become available and which would greatly enhance the collection if purchased by Trustees for the Museum. Should such purchases occur, they will be reflected in the accounts at cost.

FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the Charity operations for the short to medium term, and the trustees consider the financial position of the Charity to be satisfactory.

VOLUNTEERS

DEAL MARITIME AND LOCAL HISTORY MUSEUM recognises the vital roles played by its many volunteers and, as a primarily volunteer-managed and volunteer-run organisation, the importance of all their varied contributions to ensuring the success of the Charity, and to creating the opportunities for future expansion of the Museum's work, its outreach, and the development of partnerships and active collaboration with other local voluntary and statutory bodies.

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)
INDEPENDENT EXAMINATION OF ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

Responsibilities and basis of report

The Trustees of the charity are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). Where required, it is the role of an Independent Examiner to undertake an examination of the Trust's accounts in accordance with section 145 of the 2011 Act, following applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

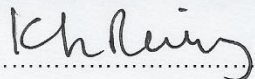
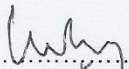
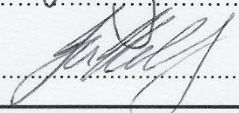
The Requirements for Independent Examination or Audit

All charities with an annual income above £25,000 are required to have either an independent examination of accounts or an audit. All charities with an annual income above £1m (or with an income over £250,000 and assets above £3.26m) are required to have an audit.

The scrutiny required can also depend on a charity's legal structure, level of income, and the wording in its constitution (for example, as unincorporated charities, Charitable Incorporated Organisations, or Charitable Companies). Charities with an income above £250,000 require a professionally qualified examiner or be a member of a body specified in the Charities Act 2006.

Further detailed explanations can be found at [Charity reporting and accounts | Resource Centre](#), including requirements for Annual Reporting to the Charity Commission.

Though the charity only had income of £23,330 in 2023, Trustees considered it advantageous to appoint an Independent Examiner and better ensure accountability and transparency to reflect its increasingly ambitious activities and anticipated associated financial turnover.

	 Kathryn Reilly (Co-Chair)	 25/10/24 Date
	 Lisa Redding (Co-Chair)	 25/10/24 Date
	 Ian Redding (Treasurer)	 25/10/2024 Date

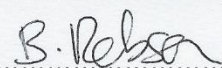
Independent Examiner's statement

The Independent Examiner's role is to ensure that no material matters have come to their attention in connection with the examination which gives them cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I can confirm to the Trustees that I have no such concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

In examining the 2023 accounts, it was apparent that the organisation has many minor historic Restricted Funds which have not been used in recent years, though Museum activity shows spending on related items from Unrestricted sources. I recommend to Trustees that they examine these during 2024 and adopt a policy relevant to activities as an accredited Museum, and to Restrict only those Funds given for specified purchases, projects, or outcomes.

	 Bronwen Robson	 25/10/2024 Date
---	----------------------	-----------------------

DEAL MARITIME AND LOCAL HISTORY MUSEUM
STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDED 31ST DECEMBER 2023

	<u>Notes</u>	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	2023 TOTAL £	2022 TOTAL £
<u>INCOMING RESOURCES</u>					
Voluntary Income	J and K	10,058	13,292	23,330	15,836
Total Incoming Resources		10,058	13,272	23,330	15,836
<u>RESOURCES EXPENDED</u>					
Charitable Activities	J and K	19,417	10,200	29,617	15,825
Total Resources Expended		19,417	10,200	29,617	15,825
Net Incoming Resources		-9,359	3,072	-6,287	11
Fund Balance brought forward		33,852	7,583	36,008	40,490
Creditor written back		0	0	0	0
Fund Balance Carried forward		24,493	10,655	35,148	40,501

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
BALANCE SHEET
AT 31ST DECEMBER 2023**

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
		£	£
Fixed Assets		<u>550,000</u>	<u>550,000</u>
Current Assets			
Stock	g	2,958	1,646
Deposits and Cash		1,231	1,088
Bank Account		31,339	39,647
		<u>35,528</u>	<u>42,381</u>
Current Liabilities			
Creditors : Short Term	h	380	946
		<u>380</u>	<u>946</u>
Net Current Assets/(Liabilities)		<u>35,148</u>	<u>41,435</u>
Total Assets less Total Liabilities:		<u><u>585,148</u></u>	<u><u>591,435</u></u>
Represented By:			
Restricted Funds	i	560,655	557,583
Unrestricted Funds:	i		
i/ Designated Fund for maintenance of Building/Displays		10,000.00	10,000.00
ii/ Designated Fund for collection acquisitions		<u>10,000.00</u>	<u>10,000.00</u>
Sub-Total		20,000	20,000
Unrestricted Reserves		4,493	13,852
		<u><u>585,148</u></u>	<u><u>591,435</u></u>

As at 31 December 2023

The trustees consider that for the period ended 31 December 2023; the charity was entitled to exemption from audit or Independent Examination under The Charities Act 2011 (Accounts and Audit) Order 2015, relating to smaller charities, given the level of annual turnover.

Trustees' responsibilities:

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with the legislation.
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to Charities subject to small charities accounting regime.

The financial statements on pages 8 and 9 were approved by the board of trustees on 25/10/24 and signed on its behalf by

Kathryn Reilly Kathryn Reilly (Co-Chair)

Lisa Redding Lisa Redding (Co-Chair)

Ian Redding Ian Redding (Treasurer)

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1. Accounting policies

(a) Basis of preparation

- (i) These accounts are the Accounts of DEAL MARITIME AND LOCAL HISTORY MUSEUM.
- (ii) They have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (iii) The recommendations of the Statement of Recommended Practice have been followed in the preparation of these accounts.

(b) Fund Accounting

- (i) The Charity's general fund consists of funds, which the Charity may use for its purposes at its discretion.
- (ii) The Charity's restricted funds are those where the donor has specifically imposed restrictions on the use of the funds, or where fund-raising has been for a specified purpose, and which are legally binding.

(c) Voluntary Income

- (i) All voluntary income is included upon receipt.
- (ii) Grants received are credited to income immediately.

(d) Investment Income

Credit is taken for interest when the interest falls due for payment.

(e) Administration Expenditure

Administration expenditure comprises costs incurred in running the Charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

(f) Debtors	2023	2022
	£	£
	<u>0</u>	<u>0</u>

(g) Stock

This reflects the value of stock held, at the value of their purchase/production price.

(h) Creditors	2023	2022
	£	£
Short-term:		
Bronwen Robson	0	309
Kathryn Reilly	0	81
Sharon Powell	0	480
Suzanne Green	0	76
Helen Robertson	<u>380</u>	<u>0</u>
	<u>380</u>	<u>946</u>

(i) Cash Movement 2023

Fund	Balance B/F	Income	Sub-Total	Expended	Balance C/F
<u>RESTRICTED</u>					
R1 Archive	296	164	460	35	425
R2 Deal Town Council – Greening Grant	0	1,000	1,000	821	179
R2 Deal Town Council – Glass Safety Film	0	1,000	1,000	1,000	0
R2 Deal Town Council – Prev Year Grant Overspend	(50)	0	(50)	*50	0
	(50)	2,000	1,950	1,871	179
R3 Dover District Council (Laptop)	269	0	269	269	0
R4 Photograph Collection – Basil Kidd, etc.	** -4	17	13	0	13
R5 M. Flatteau (Gift)	1,000	0	1,000	1,000	0
R6 Collections Care at Risk	33	0	33	11	22
R7 Pilgrims Trust (De-humidifiers)	90	448	538	276	262
R8 Brighton Royal Pavilion 1	140	0	140	0	140
R8 Brighton Royal Pavilion – Skills Building	0	643	643	643	0
R8 Brighton Royal Pavilion - LGBTQ+ project	2,480	0	2,480	92	2,388
	2,620	643	3,263	735	2,528
R9 Roof Fund	2,123	0	2,123	74	2,049
R10 Other restricted funds (Lifeboat, Marines Exhibition, etc.)	1,202	0	1,202	0	1,202
R11 Lottery Heritage Fund – Info-Point	0	10,000	10,000	5,886	4,114
SUB-TOTAL	7,583	13,272	20,855	10,200	10,655
Museum Buildings Valuation	550,000	0	550,000	0	550,000
TOTAL RESTRICTED	557,583	13,272	570,855	10,200	560,655
<u>UNRESTRICTED</u>					
General Fund	33,852	10,058	43,910	19,417	24,493
TOTAL FUNDS	591,435	23,330	64,765	29,617	35,148
* Adjustment for previous year overspend					
** Previous overspend of restricted income recovered					

(J) Deal Maritime and Local History Museum**Detailed Income & Expenditure****For YEAR ENDED 31ST DECEMBER 2023**

	UNRESTRICT FUND	RESTRICT FUND 1 Archive	RESTRICT FUND 2 Deal Town Council	RESTRICT FUND 3 Dover DC Laptop	RESTRICT FUND 11 Heritage Lott. Fund Info Point	RESTRICT FUND 5 Gift -M Flatteau	RESTRICT FUND 9 Roof +	RESTRICT FUND 7 Pilgrims Trust - Dehumid	RESTRICT FUND 8 Roy Pavil LGBTQ+ Skill Build	RES. FUNDS 4,6 & 10 Marines, Coll Care, MODES, etc	TOTAL
<u>Incoming Resources</u>	£	£	£	£	£	£	£	£	£	£	£
Heritage Lott Fund – Info Point					10000						10000
Pilgrims Trust - Dehumidifiers								448			448
Deal Town Council			2000								2000
Royal Pavilion									643		643
Bank interest	25										25
Subscriptions	836										836
Refreshment Sales	66										66
Donations	1090	164								17	2271
Shop Sales	4489										4489
Entrance	3387										3387
	10058	164	2000	0	10000	0	0	448	643	17	23330
<u>Outgoing Expenditure</u>											
Advertising	559										559
Archives		35									35
Bank Charges	58										58
Business Planning Costs	124										124
Cleaning	95										95
Collections Care	1556							276		11	1843
Computer and Software	406			269	5760				79		6514
Electric - EDF	1501										1501
External Membership	118										118
Fund Raising Expenses	375										375
Gardening	0		821								821
General Exhibition Costs	1027					1000					2027
Health and Safety	932		1000								1932
Insurance	1237										1237
Legal Fees	35										35
Miscellaneous Purchases	107				67						174
Office Expenses	381										381
PayPal charges	2										2
Postage and Stamps	77										77
Premises Expenses	3206						67				3273
Professional Fees	4800										4800
Refreshments	34				59				13		106
Repairs & Renewals	160						7			98	260
Shop Purchases	1824										1824
Sundry Expenses	22										22
Telephone - Vodafone	319										319
Training Projects	0								643		643
Water	129										129
Webhosting	247										247
Zettle & Stripe Charges	86										86
TOTAL EXPENDITURE	19417	35	1821	269	5886	1000	74	276	735	109	29617
	-441	-491	-320	-918	0	1000	-149	90	2480	-1240	11

(k) Deal Maritime & Local History Museum
Summary Restricted v Unrestricted
Income & Expenditure y/e 31 Dec 2023

<u>Incoming Resources</u>	UNRESTRICTED	RESTRICTED	2023 TOTAL	2022 TOTAL
SE Museums – Accreditation Help + Basil Kidd				1750
Heritage Lottery – Info Point		10000	10000	
Pilgrims Trust - Dehumidifiers		448	448	490
Brighton Royal Pavilion		643	643	2480
Deal Town Council		2000	2000	575
Gifts				1000
Bank Interest	25		25	
Subscriptions	836		836	241
Donations - General	1090	181	1271	2555
Donations – At Entrance	3387		3387	2198
Shop Sales	4489		4489	3468
Refreshments Sales	66		66	
Quiz Night/Events	165		165	535
Gift Aid				543
TOTAL INCOME	10058	13272	23330	15836
<u>Outgoing Expenditure</u>				
Advertising	559		559	326
Archives		35	35	944
Bank Charges	58		58	
Business Planning Costs	124		124	
Cleaning	95		95	18
Collections Care	1556	287	1843	1972
Computer and Software	406	6128	6514	968
Electric - EDF	1501		1501	1268
Exhibition Costs General	1027	1000	2027	104
External Membership	118		118	50
Fund Raising Expenses	375		375	67
Gardening		821	821	182
Health and Safety	932	1000	1932	376
Insurance	1237		1237	908
Legal Fees	35		35	0
Miscellaneous Purchases & Sundry Expenses	129	67	174	300
Office Expenses	381		381	139
Photograph Fund				564
Postage and Stamps	77		77	73
Premises Expenses	3206	67	3273	1240
Professional Fees	4800		4800	4875
Refreshments	34	72	106	
Repairs & Renewals	160	100	260	
Shop Purchases	1824		1824	926
Telephone - Vodafone	319		319	340
Training		643	643	
Water	129		129	114
Webhosting	247		247	177
Zettle, Stripe, & PayPal Charges	88		88	76
TOTAL EXPENDITURE	19417	10200	29617	15825
Surplus/Deficit	-9359	3072	-6287	11

Accounts



DEAL MARITIME AND LOCAL HISTORY MUSEUM

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

CHARITY NUMBER 1168344

**Ian Redding (Treasurer)
Kathryn Reilly (Chair)**

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Page
CONTENTS	2
Charity Information	3
Report of Directors/Trustees	4 - 7
Statement regarding Independent Examination/Audit	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 - 12
Detailed Income and Expenditure	13 - 14

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

ADMINISTRATIVE / LEGAL INFORMATION

REGISTRATION DETAILS:	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, Registered in England and Wales Charity Number: 1168344
GOVERNING DOCUMENT	DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, governed by the Charities Act 2011, Companies Act 2006 and its associated constitution.
COMMITTEE MEMBERS	At 31 December 2022: Kathryn Reilly Chair Fay Franklin Trustee Suzanne Green Trustee Mark Kelly..... Trustee Lisa Redding Trustee Ian Redding..... Treasurer Helen Robertson..... Trustee Helga Wood Trustee <i>Resigned during 2022:</i> <i>Esme Chilton ... Ex-Trustee Michael Phillips Ex-Trustee Sharon Powell Ex-Trustee Bronwen Robson..... Ex-Treasurer</i>
REGISTERED OFFICE	DEAL MARITIME AND LOCAL HISTORY MUSEUM 22 St George's Road DEAL Kent CT14 6BA
BANKERS	National Westminster Deal Branch 31 High Street Deal CT14 6EW
INDEPENDENT EXAMINERS	None at this time. (Not required until annual turnover reaches £25,000 or more).

DEAL MARITIME AND LOCAL HISTORY MUSEUM

(A CHARITABLE INCORPORATED ORGANISATION) REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

The directors/trustees present their report and financial statements for the period ended 31 December 2022.

PRINCIPAL ACTIVITIES

The objects of the DEAL MARITIME AND LOCAL HISTORY MUSEUM are specifically restricted to being for the public benefit, to establish and maintain a museum in Deal for the exhibition of artifacts and displays illustrating the history of Deal, Walmer, and district.

It delivers this through:

- The extension, enhancement, preservation, maintenance, and storage of the museum's collections.
- The fostering of an environment where visitors of all ages are enabled to explore, and be inspired by, the history of the local area.
- The provision of opportunities for research and learning relating to the museum's collections.
- The facilitation of the on-going recording of the history of Deal, Walmer, and district.

ACHIEVEMENTS AND PERFORMANCE

In its 50th year, Deal Museum achieved Accredited Status from the Arts Council, reflecting our good governance around record keeping, financial affairs, treatment of artefacts and adherence to best Museum principles. The Museum re-opened its doors to the public after the winter break on 1 April with a formal opening ceremony conducted by The Worshipful Town Mayor of Deal Chris Turner along with The Mayoress Kate Gatti.

However, much work was carried out before that date, as the Trustees and volunteers carried on a programme of repairs and re-organisation, with a decision made to use some of our reserves to improve safety within the Museum and improve the visitor experience, including:

- Rewiring of the electrical and lighting system in the Maritime Gallery, including the fitting of low energy lighting.
- Replacement windows have been fitted in the Local History Gallery, along with anti-uv film.
- 'Ratty', our Museum's mascot of a stuffed rat cobbler, has been fully renovated and conserved by off-site experts.
- We continue our ongoing programme of assessment and accessioning of artefacts for relevance to Deal, including disposal where appropriate.
- We continue our ongoing programme of assessment, accessioning and cataloguing of the museum's artefacts, with everything in the Maritime Gallery and Local History completed. Rationalisation has formed part of this process with objects not fitting our collections policy being disposed of where relevant.
- All documents in the Museum's Collection, and some photographs, have now been catalogued and are searchable on the website, where copies can also be ordered.
- The Museum's Archive Collections of documents, books, photos, and other images is now fully catalogued. A substantial part of the catalogue is now searchable on the website, where copies can also be ordered.
- Specialist conservators were brought in to examine our large collection of negatives and processed films from the family of Basil Kidd, a local news photographer, and have compiled a report on how we go about restoring and conserving these for the future. We are now looking for quotations on how much this will cost.

- Dehumidifiers have been fitted in the Archive Room and Accessioning Room – Tiny Tags have reflected a significant drop in humidity in these rooms.

The Trustees made the decision to continue the suspension of entrance fees and ask for donations instead. Other revenue raising initiatives included:

- The Museum Shop contains a variety of souvenirs including Museum playing cards, Deal Town tea light holders, coasters, bunting, mugs, postcards and a variety of publications covering local history, and artwork from local artists, furthering our local connections in Deal. We held four outdoor stalls during the year, at Deal Town Saturday Market and on Deal High Street, which were very successful in both raising revenue but also our profile.
- As it was our 50th Year Anniversary we funded the publication of a softback photographic book of our 50 favourite items within the Museum.
- The sale of electronic copies of historic photographs of Deal from the Basil Kidd archive.
- Our Archive Team has carried out over 80 research commissions into properties and other local history issues, in return for a donation to Museum funds.
- Our new till system has continued to facilitate effective stocktaking and record keeping.

Effective governance of the Museum continued throughout the year with Trustees meeting regularly, minutes recorded, and actions undertaken.

During the year three trustees stepped down, four joined the Board and our Treasurer has changed.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees of the Charity are required to prepare financial statements for each financial year which give a true and fair view of the state of financial affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed.....



Ian Redding

Treasurer

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
REPORT OF THE CHAIR AND TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022**

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements.

The net movement in funds for the year amounted to + £11.

The retained reserves as at 31 December 2022, amounted to £36,583 (including restricted and unrestricted funds, but excluding the value of the Museum Premises).

The Trustees have been aware of the need to comply with good practice guidelines on free reserves and DEAL MARITIME AND LOCAL HISTORY MUSEUM policy is included in the notes to the accounts.

RISK MANAGEMENT

The Trustees have examined the major risks which DEAL MARITIME AND LOCAL HISTORY MUSEUM faces and believe that maintaining free reserves at a reasonable level, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions.

The Trustees have also examined other operational and business risks which the Charity faces and confirm that they have established systems to mitigate the significant risks.

RESERVES POLICY

The Museum's reserves policy has been drawn up in accordance with the Arts Council's Guidance of 2019 regarding reserves in Arts and Cultural Organisations.

The Museum benefits from being the freehold owner of its building, having been gifted it specifically for the purpose, hence its value is reflected in Restricted Funds. However, this, along with the fact that the Museum is run on a largely voluntary basis, means that annual overheads are relatively low, and fundraising is regularly undertaken for specific activities and projects, so these again are accounted for on a Restricted Funding basis.

On 31st December 2022, Unrestricted Fund balances totalled £33,852; however, in consideration of the charity's role as Museum and taking account of potential risks to the charity and its activities, Trustees have agreed that it is necessary to designate the following sums from Unrestricted balances to both protect and develop the important collection for which they are responsible:

- £10,000 - For upkeep and maintenance of building and displays.
- £10,000 - For acquisition of artifacts of historical importance to enhance the collection.

The Trustees also recognise that, should the Museum have to close, it would likely take at least 12 to 18 months to dispose of the collection and the building in a manner to ensure this can be done in accordance with requirements of the Museum's charitable status and purpose. Therefore, the organisation needs to maintain levels of reserves that amount to 18 months running costs which totals some £22,800 at 2022 levels.

Therefore, at the start of 2023, Trustees were looking to continue to increase their levels of unrestricted income to help provide adequately for any potential scenario that might reasonably be anticipated.

This Reserves Policy is kept under regular review, to reflect changing activities of the Museum, its outreach into the local communities and beyond, and the future ambitions of both the Trustees and the Museum's clients and visitors.

TANGIBLE FIXED ASSETS

The Charities fixed assets fall into 3 main categories as follows:

Museum Buildings - The Charity's primary asset is its building which was gifted by Miss Nora Oppitz specifically for the purpose. In 2021 Trustees recognised the importance of recording the value of the building within its annual accounts, to provide a clearer picture of the financial status of the organisation. Local estate agents Bright and Bright gave a valuation of £550,000 which is reflected in the 2021 and 2022 Balance Sheet. Since the valuation, local property values have initially increased but then decreased a little; and have returned back to similar levels as 2021.

Museum Fixtures and Fittings - The Charity has existed for 50 years and has inherited its fixtures, fittings, display cases, etc. from many local people and local businesses, all gifted. As there was no cost to the Charity of acquiring these items, they do not bear a value in the annual accounts; should specialist fittings need to be purchased with a longer-term value, these will be reflected in the accounts and depreciated in value over their useful life.

Museum Exhibits – The Charity is regularly gifted new exhibits by area residents, and local tradespeople, and it is an ongoing exercise to catalogue these to provide a transparent record of their heritage value. As there was no cost to the Charity of acquiring these items to date, they do not bear a value in the annual accounts. However, there is always the potential for important local artefacts to become available and which would greatly enhance the collection if purchased by Trustees for the Museum. Should such purchases occur, they will be reflected in the accounts at cost.

FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the Charity operations for the short to medium term, and the trustees consider the financial position of the Charity to be satisfactory.

VOLUNTEERS

DEAL MARITIME AND LOCAL HISTORY MUSEUM recognises the vital roles played by its many volunteers, and the importance of their contributions to ensuring the success of the Charity, and the opportunities created for future expansion of its work and its reach.

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)

REQUIREMENT FOR INDEPENDENT EXAMINATION OF ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022

Responsibilities and basis of report

As the Trustees of the charity, we are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Where required, it is the role of an Independent Examiner to undertake an examination of the Trust's accounts in accordance with section 145 of the 2011 Act, following applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Purpose of an Independent Examiner's statement

The Independent Examiner's role is to ensure that no material matters have come to their attention in connection with the examination which gives them cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

Ideally, they will report to the Trustees to confirm they have no such concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

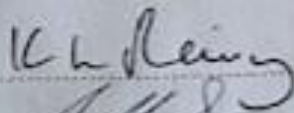
The Requirements for Independent Examination or Audit

All charities with an annual income above £25,000 are required to have either an independent examination of accounts or an audit. All charities with an annual income above £1m (or with an income over £250,000 and assets above £3.26m) are required to have an audit.

The type of scrutiny required can also depend on a charity's legal structure, level of income, and the wording in its constitution (for example for unincorporated charities, for Charitable Incorporated Organisations, or for charitable companies). For charities with an income above £250,000 the examiner must have a professional qualification or be a member of a body specified in the Charities Act 2006.

Further detailed explanations can be found at [Charity reporting and accounts | Resource Centre](#), including requirements for Annual Reporting to the Charity Commission.

With an income of close to £16,000 in 2022, the Trustees are satisfied that there is no requirement for either Independent Examination or Audit. This is kept under annual review.


Kathryn Reilly (Chair)


Ian Redding (Treasurer)

17/06/23 Date

19/6/23 Date

DEAL MARITIME AND LOCAL HISTORY MUSEUM
STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDED 31ST DECEMBER 2022

	<u>Notes</u>	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	2022 TOTAL £	2021 TOTAL £
<u>INCOMING RESOURCES</u>					
Voluntary Income	J and K	9,088	6,748	15,836	17,163
Total Incoming Resources		9,088	6,748	15,836	17,163
<u>RESOURCES EXPENDED</u>					
Charitable Activities	J and K	9,529	6,296	15,825	15,214
Total Resources Expended		9,529	6,296	15,825	15,214
Net Incoming Resources		-441	452	11	1,948
Fund Balance brought forward		34,293	7,131	40,490	32,042
Creditor written back		0	0	0	6,500
Fund Balance Carried forward		33,852	7,583	40,501	40,490

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
BALANCE SHEET
AT 31ST DECEMBER 2022**

	Notes	£	2022 £	£	2021 £
Fixed Assets			<u>550,000</u>		<u>550,000</u>
Current Assets					
Stock	g	1,548			
Deposits and Cash		1,088		2,702	
Bank Account		39,847		39,642	
			<u>42,381</u>		<u>42,344</u>
Current Liabilities					
Creditors : Short Term	h	946		920	
			<u>946</u>		<u>920</u>
Net Current Assets/(Liabilities)			<u>41,435</u>		<u>41,424</u>
Total Assets less Total Liabilities:			<u>591,435</u>		<u>591,424</u>
Represented By:					
Restricted Funds	i		557,583		557,131
Unrestricted Funds:	i				
i/ Designated Fund for maintenance of Building/Displays		10,000.00		10,000	
ii/ Designated Fund for collection acquisitions		10,000.00		10,000	
Sub-Total			<u>20,000</u>		<u>20,000</u>
Unrestricted Reserves			<u>13,852</u>		<u>14,293</u>
			<u>591,435</u>		<u>591,424</u>

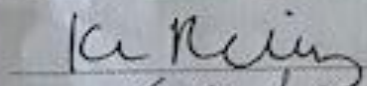
As at 31 December 2022

The trustees consider that for the period ended 31 December 2022, the charity was entitled to exemption from audit or Independent Examination under The Charities Act 2011 (Accounts and Audit) Order 2015, relating to smaller charities, given the level of annual turnover.

Trustees' responsibilities:

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with the legislation.
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to Charities subject to small charities accounting regime.

The financial statements on pages 8 and 9 were approved by the board of trustees on _____ and signed on its behalf by




Kathryn Reilly (Chair)

Ian Redding (Treasurer)

(A Charitable Incorporated Organisation)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies

(a) Basis of preparation

- (i) These accounts are the Accounts of DEAL MARITIME AND LOCAL HISTORY MUSEUM.
- (ii) They have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (iii) The recommendations of the Statement of Recommended Practice have been followed in the preparation of these accounts.

(b) Fund Accounting

- (i) The Charity's general fund consists of funds, which the Charity may use for its purposes at its discretion.
- (ii) The Charity's restricted funds are those where the donor has specifically imposed restrictions on the use of the funds, or where fund-raising has been for a specified purpose, and which are legally binding.

(c) Voluntary Income

- (i) All voluntary income is included upon receipt.
- (ii) Grants received are credited to income immediately.

(d) Investment Income

Credit is taken for interest when the interest falls due for payment.

(e) Administration Expenditure

Administration expenditure comprises costs incurred in running the Charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

(f) Debtors	2022	2021
	£	£
	<u>0</u>	<u>0</u>

(g) Stock

This reflects the value of stock held, at the value of their purchase/production price.

(h) Creditors	2022	2021
	£	£
Short-term:		
Bronwen Robson	309	620
Kathryn Reilly	81	300
Sharon Powell	480	0
Suzanne Green	<u>76</u>	<u>0</u>
	<u>946</u>	<u>920</u>

(i) Cash Movement 2022

Fund	Balance B/F	Income	Sub-Total	Expended	Balance C/F
<u>RESTRICTED</u>					
R1 Archive	787	453	1,230	944	296
R2 Deal Town Council 1	270	0	270	320	(50)
R2 Deal Town Council 2	0	575	575	575	0
	270	575	845	895	(50)
R3 Dover District Council (Laptop)	1,187	0	1,187	918	269
R4 South-East Museums Service (Accreditation)	0	1,000	1,000	1,000	0
R4 South-East Museums Service (Basil Kidd Collection)	0	750	750	750	0
	0	1,750	1,750	1,750	0
R5 M. Flatteau (Gift)	0	1,000	1,000	0	1,000
R6 Collections Care at Risk	182	0	182	149	33
R7 Pilgrims Trust (De-humidifiers)	0	490	490	400	90
R8 Brighton Royal Pavilion 1	140	0	140	0	140
R8 Brighton Royal Pavilion 2 (LGBTQ+ project)	0	2,480	2,480	0	2,480
	140	2,480	2,620	0	2,620
R9 Roof Fund	3,363	0	3,363	1,240	2,123
R10 Other restricted funds (Lifeboat, Marines Exhibition, etc.)	1,202	0	0	0	1,202
SUB-TOTAL	7,131	6,748	13,879	6,296	7,583
Museum Buildings	550,000	0	550,000	0	550,000
TOTAL RESTRICTED	557,131	6,748	563,879	6,296	557,583
<u>UNRESTRICTED</u>					
General Fund *	34,293	9,088	43,381	9,529	33,852
TOTAL FUNDS	591,424	15,836	607,260	15,825	591,435

* The Unrestricted Fund balance brought forward includes a correction to the Cash Movement table in the 2021 accounts. Though the Trustee Board had decided to write back a loan provision of £6,500 that was no longer required, and which was reflected in both the Statement of Financial Affairs and the Balance Sheet, the similar adjustment had not been made to the Cash Movement table.

(J) Deal Maritime and Local History Museum

Detailed Income & Expenditure

For YEAR ENDED 31ST DECEMBER 2022

	UNRESTRICT GENERAL FUND	RESTRICT FUND 1	RESTRICT FUND 2	RESTRICT FUND 3	RESTRICT FUND 4	RESTRICT FUND 5	RESTRICT FUND 6	RESTRICT FUND 7	RESTRICT FUND 8	OTHER RESTRICT FUNDS		TOTAL
		Archive	Deal Town Council	Dover DC Laptop	South East Museums Accredit + Basil Kidd	Gift -M Flatteau	Collection Care at Risk	Pilgrims Trust - Dehumid ifiers	Royal Pavillion -LGBTQ+	Roof fund, Marines Exhibition, MODES, Lifeboat		
Incoming Resources	£	£	£	£	£	£	£	£	£	£		£
SE Museum - Accreditt help					1000							1000
SE Museum - Basil Kidd					750							750
Pilgrims Trust - Dehumidifiers								490				490
Deal Town Coucil			575									575
LGBT Grant									2480			2480
Subscriptions	241											241
Gifts						1000						1000
Donations	2103	453										2555
Shop Sales	3468											3468
Gift Aid	543											544
Entrance	2198											2198
Quiz Night	535											535
	9088	453	575	0	1750	1000	0	490	2480	0		15836
Outgoing Expenditure												
Advertising	326											326
Archives		944										944
Cleaning	18											18
Collections Care	528		895				149	400				1972
Computer and Software	50			918								968
Electric - EDF	1268											1268
External Membership	50											50
Fund Raising Expenses	67											67
General Exhibition Costs	104											104
Health and Safety	376											376
Insurance	908											908
Miscellaneous Purchases	300											300
Office Expenses	139											139
PayPal charges	13											13
Photograph Collection	564											564
Postage and Stamps	73											73
Premises Expenses										1240		1240
Professional Fees	3125				1750							4875
Shop Purchases	926											926
Telephone - Vodafone	340											340
Water	114											114
Webhosting	177											177
Zettle Charges	44											44
Stripe charges	19											19
TOTAL EXPENDITURE	9529	944	895	918	1750	0	149	400	0	1240		15825
	-441	-491	-320	-918	0	1000	-149	90	2480	-1240		11

(k) Deal Maritime & Local History Museum
Summary Restricted v Unrestricted
Income & Expenditure y/e 31 Dec 2022

	FUND TYPE	UNRESTRICTED	RESTRICTED	2022 TOTAL	2021 TOTAL
<u>Incoming Resources</u>					
SE Museums – Accreditation Help			1000	1000	0
SE Museums – Basil Kidd			750	750	0
Pilgrims Trust - Dehumidifiers			490	490	0
Brighton Royal Pavilion			2480	2480	500
Dover District Council				0	9187
Deal Town Council			575	575	500
Gifts			1000	1000	0
Subscriptions	241			241	272
Donations - General	2103	453		2555	3902
Donations – At Entrance	2198			2198	0
Shop Sales	3468			3468	2402
Quiz Night	535			535	0
Gift Aid	543			543	400
TOTAL INCOME		9088	6748	15836	17163
<u>Outgoing Expenditure</u>					
Accessioning				0	28
Advertising	326			326	310
Archives		944		944	987
Cleaning	18			18	152
Collections Care	528	1444		1972	780
Computer and Software	50	918		968	1079
Electric - EDF	1268			1268	399
Exhibition Costs General	104			104	250
External Membership	50			50	112
Fund Raising Expenses	67			67	0
Gardening	182			182	182
Health and Safety	376			376	2943
Insurance	908			908	854
Lifeboat				0	355
Local History Gallery - makeover				0	488
Miscellaneous Purchases	300			300	236
Office Expenses	139			139	0
PayPal charges	13			13	35
Photograph Fund	564			564	113
Postage and Stamps	73			73	10
Premises Expenses		1240		1240	3352
Professional Fees	3125	1750		4875	35
Shop Purchases	926			926	1223
Telephone - Vodafone	340			340	380
Training				0	360
Water	114			114	159
Webhosting	177			177	367
Zettle Charges	44			44	26
Stripe Charges	19			19	0
TOTAL EXPENDITURE		9529	6296	15825	15215
Surplus/Deficit		-441	452	11	1948

Accounts

DEAL MARITIME AND LOCAL HISTORY MUSEUM

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

CHARITY NUMBER 1168344

**Bronwen Robson (Treasurer)
Kathryn Reilly (Chair)**

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Page
CONTENTS	2
Charity Information	3
Report of Directors/Trustees	4 - 7
Statement regarding Independent Examination/Audit	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 - 12
Detailed Income and Expenditure	13 - 14

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A CHARITABLE INCORPORATED ORGANISATION)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

ADMINISTRATIVE / LEGAL INFORMATION

REGISTRATION DETAILS:

DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation Registered in England and Wales Charity Number: 1168344

GOVERNING DOCUMENT

DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation governed by the Charities Act 2011 Companies Act 2006 and its associated constitution.

COMMITTEE MEMBERS

At 31 December 2021:

Kathryn Reilly Chair
Esme Chilton Trustee
Suzanne Green Trustee
Michael Phillips Trustee
Sharon Powell Trustee
Lisa Redding Trustee
Bronwen Robson Treasurer

Resigned during 2021:

Madelene Beardmore Ex-Trustee
Alan Deeks Ex-Trustee
Sheila Legg Ex-Trustee

REGISTERED OFFICE

DEAL MARITIME AND LOCAL HISTORY MUSEUM
22 St George's Road
DEAL
Kent CT14 6BA

BANKERS

National Westminster
Deal Branch
31 High Street
CT14 6EW

INDEPENDENT EXAMINERS

None at this time.
(Not required until annual turnover
Reaches £25,000 or more).

DEAL MARITIME AND LOCAL HISTORY MUSEUM

(A CHARITABLE INCORPORATED ORGANISATION) REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

The directors/trustees present their report and financial statements for the period ended 31 December 2021.

PRINCIPAL ACTIVITIES

The objects of the DEAL MARITIME AND LOCAL HISTORY MUSEUM are specifically restricted to being for the public benefit, to establish and maintain a museum in Deal for the exhibition of artefacts and displays illustrating the history of Deal, Walmer, and district.

It delivers this through:

- The extension, enhancement, preservation, maintenance and storage of the museum's collections.
- The fostering of an environment where visitors of all ages are able to explore, and be inspired by, the history of the local area.
- The provision of opportunities for research and learning relating to the museum's collections.
- The facilitation of the on-going recording of the history of Deal, Walmer, and district.

ACHIEVEMENTS AND PERFORMANCE

As in 2020, much of the traditional work of the Museum in 2021 was affected by the ongoing measures around the COVID-19 pandemic. The enforced closure gave the Trustees and volunteers the opportunity to carry out much-needed changes and improvements within the Museum, with a decision made to use some of our reserves to improve safety within the Museum and improve the visitor experience:

- A new fire alarm system, with associated wiring upgrade, has been fitted within the Museum, following a report and advice by East Kent Fire Service.
- A substantial programme of rationalisation and reorganising – with storytelling and visitor engagement at its heart – has been completed, including:
 - The Local History Gallery has been re-floored and rewired, and plans have been made for replacement windows. Artefacts have been assessed to ensure relevance to Deal, displays updated and properly labelled. Selected artefacts, including 'Ratty', the Museum's mascot, have been sent away for conservation.
 - Thanks to the donation of some large, lighted display cabinets, the Maritime Gallery space now has a new Lifeboat exhibition, tracking the long history of lifeboats in Deal. Tender Too, a small Little Ship, has been moved into the courtyard (with appropriate covering).
- The former office has been re-sited in the accessioning room in the Stable building, freeing up space for the Museum Archive to be properly housed, organised, recorded, and indexed, and placed within archive-standard storage. This has increased the capacity for the Museum to provide a research service to the community.
- Tiny Tag humidity monitors have been installed throughout the Museum to measure how artefacts are reacting to changes in humidity and temperature.
- The Trench Exhibition, sited in a temporary building, marking the 100th anniversary of WWI has been dismantled, providing much needed storage space for the Museum.

Trustees decided that the Museum should open for three days a week from July to October. This met with mixed success due to difficulty getting volunteers due to illness and COVID issues. The Trustees made the decision to suspend entrance fees and ask for donations instead.

Other revenue raising initiatives included:

- The Museum Shop has been revamped and stocked with several new items including Museum playing cards, Deal Town tea lights, coasters, bunting, mugs, postcards and a variety of publications covering local history, and artwork from local artists, furthering our local connections in Deal.
- The sale of electronic copies of historic photographs of Deal from the Basil Kidd archive.
- Our Archive Team has carried out over 40 research commissions into properties and other local history issues, in return for a donation to Museum funds.
- The new till system has been very useful, ensuring accurate record keeping and stocktaking.

Effective governance of the Museum continued throughout the year with Trustees meeting regularly, initially through Zoom and then, from August, in a suitably socially distanced manner at the Museum premises.

The Trustees completed the application process for Accredited Museum Status from the Arts Council, which included a thorough review and revision of all the Museum's operational policies.

Finally, during the year two long-serving Trustees stepped down, as they had planned; three resigned because of other outside commitments they had, but four new Trustees joined the Board.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees of the Charity are required to prepare financial statements for each financial year which give a true and fair view of the state of financial affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed..........Treasurer
Bronwen Robson

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
REPORT OF THE CHAIR AND TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements. The net movement in funds for the year amounted to + £2,119. The retained reserves as at 31 December 2021, amounted to £32,804.

The Trustees have been aware of the need to comply with good practice guidelines on free reserves and DEAL MARITIME AND LOCAL HISTORY MUSEUM policy is included in the notes to the accounts.

RISK MANAGEMENT

The Trustees have examined the major risks which DEAL MARITIME AND LOCAL HISTORY MUSEUM faces and believe that maintaining free reserves at a reasonable level, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions.

The Trustees have also examined other operational and business risks which the Charity faces and confirm that they have established systems to mitigate the significant risks.

RESERVES POLICY

The Museum's reserves policy has been drawn up in accordance with the Arts Council's Guidance of 2019 regarding reserves in Arts and Cultural Organisations.

The Museum benefits from being the freehold owner of its building, having been gifted it specifically for the purpose, hence its value is reflected in Restricted Funds. However, this, along with the fact that the Museum is run on a largely voluntary basis, means that annual overheads are relatively low, and fundraising is regularly undertaken for specific activities and projects, so these again are accounted for on a Restricted Funding basis.

On 31st December 2021, Unrestricted Fund balances totalled £40,793; however, in consideration of the charity's role as Museum and taking account of potential risks to the charity and its activities, Trustees have agreed that it is necessary to designate the following sums from Unrestricted balances to both protect and develop the important collection for which they are responsible:

- £10,000 - For upkeep and maintenance of building and displays.
- £10,000 - For acquisition of artefacts of historical importance to enhance the collection.

The Trustees also recognise that, should the Museum have to close, it would likely take at least 12 to 18 months to dispose of the collection and the building in a manner to ensure this can be done in accordance with requirements of the Museum's charitable status and purpose. Therefore, the organisation needs to maintain levels of reserves that amount to 18 months running costs which totals £20,437 at 2021 levels.

Therefore, at the start of 2022, Trustees were looking to increase their levels of unrestricted income to help provide adequately for any potential scenario that might reasonably be anticipated.

This Reserves Policy is kept under regular review, to reflect changing activities of the Museum, its outreach into the local communities and beyond, and the future ambitions of both the Trustees and the Museum's clients and visitors.

TANGIBLE FIXED ASSETS

The Charities fixed assets fall into 3 main categories as follows:

Museum Buildings - The Charity's primary asset is its building which was gifted by Miss Nora Oppitz specifically for the purpose. In 2021 Trustees recognised the importance of recording the value of the building within its annual accounts, to provide a clearer picture of the financial status of the organisation. Local estate agents Bright and Bright gave a valuation of £550,000 which is now reflected in the 2021 Balance Sheet. The 2020 Balance Sheet has also been adjusted to reflect this, and the Restricted Funds balances updated accordingly.

Museum Fixtures and Fittings - The Charity has existed for 50 years and has inherited its fixtures, fittings, display cases, etc. from many local people and local businesses, all gifted. As there was no cost to the Charity of acquiring these items, they do not bear a value in the annual accounts; should specialist fittings need to be purchased with a longer-term value, these will be reflected in the accounts and depreciated in value over their useful life.

Museum Exhibits – The Charity is regularly gifted new exhibits by area residents, and local tradespeople, and it is an ongoing exercise to catalogue these to provide a transparent record of their heritage value. As there was no cost to the Charity of acquiring these items to date, they do not bear a value in the annual accounts. However, there is always the potential for important local artefacts to become available and which would greatly enhance the collection if purchased by Trustees for the Museum. Should such purchases occur, they will be reflected in the accounts at cost.

FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the Charity operations for the short to medium term, and the trustees consider the financial position of the Charity to be satisfactory.

VOLUNTEERS

DEAL MARITIME AND LOCAL HISTORY MUSEUM recognises the vital roles played by its many volunteers, and the importance of their contributions to ensuring the success of the Charity, and the opportunities created for future expansion of its work and its reach.

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)

REQUIREMENT FOR INDEPENDENT EXAMINATION OF ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

Responsibilities and basis of report

As the Trustees of the charity, we are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Where required, it is the role of an Independent Examiner to undertake an examination of the Trust's accounts in accordance with section 145 of the 2011 Act, following applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Purpose of an Independent Examiner's statement

The Independent Examiner's role is to ensure that no material matters have come to their attention in connection with the examination which gives them cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports)

Regulations 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

Ideally, they will report to the Trustees to confirm they have no such concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

The Requirements for Independent Examination or Audit

All charities with an annual income above £25,000 are required to have either an independent examination of accounts or an audit. All charities with an annual income above £1m (or with an income over £250,000 and assets above £3.26m) are required to have an audit.

The type of scrutiny required can also depend on a charity's legal structure, level of income, and the wording in its constitution (for example for unincorporated charities, for Charitable Incorporated Organisations, or for charitable companies). For charities with an income above £250,000 the examiner must have a professional qualification or be a member of a body specified in the Charities Act 2006,

Further detailed explanations can be found at Charity reporting and accounts | Resource Centre, including requirements for Annual Reporting to the Charity Commission.

With an income of close to £16,000 in 2021, the Trustees are satisfied that there is no requirement for either Independent Examination or Audit. This is kept under annual review.

.....*Kathryn Reilly*..... Kathryn Reilly (Chair)

.....20/10/22..... Date

.....*B. Robson*..... Bronwen Robson (Treasurer)

.....20/10/22..... Date

**DEAL MARITIME AND LOCAL HISTORY MUSEUM
STATEMENT OF FINANCIAL ACTIVITIES
FOR YEAR ENDED 31ST DECEMBER 2021**

	Unrest general fund	RESTR FUND 1	RESTR FUND 2	RESTR FUND 3	RESTR FUND 4	RESTR FUND 5	RESTR FUND 6	RESTR FUND 7	OTHER RESTR	2021 TOTAL	2020 TOTAL
		Lifeboat	Collections care at risk	Photo- graph	Brighton Pavilion	Deal Town Council	DDC Laptop	Archive	Roof fund and Marines Exhibition		
INCOMING RESOURCES											
Voluntary Income	13800	0	0	50	0	500	1187	440	0	15977	14368
Total Incoming Resources	13800	0	0	50	0	500	1187	440	0	15977	14368
RESOURCES EXPENDED											
Charitable Activities	13618	354	445	113	360	230	0	94	0	15214	7859
Total Resources Expended	13618	354	445	113	360	230	0	94	0	15214	7859
Net Incoming Resources	182	-354	-445	-63	-360	270	1187	346	0	763	6508
Fund Balance brought forward	27440	485	626	60	500	0	0	441	4438	33990	27482
Creditor written back	6500										
Fund Balance carried forward	34122	131	181	-3	140	270	1187	787	4438	34753	33990

DEAL MARITIME AND LOCAL HISTORY MUSEUM
BALANCE SHEET
AT 31ST DECEMBER 2021

	<u>Notes</u>	<u>2021</u>	<u>2020</u>
		<u>£.p</u>	<u>£.p</u>
Fixed Assets		<u>550,000.00</u>	<u>550,000.00</u>
Current Assets			
Deposits and Cash		2,702.27	468.36
Bank Account		39,641.74	39,674.28
		<u>42,344.01</u>	<u>40,142.64</u>
Current Liabilities			
Creditors : Short Term	g	919.80	838.25
Bank Account		0.00	0.00
		<u>919.80</u>	<u>838.25</u>
Net Current Assets/(Liabilities)		<u>41,424.21</u>	<u>39,304.39</u>
Total Assets less Current Liabilities:		<u>591,424.21</u>	<u>589,304.39</u>
Long Term Liabilities			
Creditors : Long Term	g	0.00	6,500.00
		<u>0.00</u>	<u>6500.00</u>
Total Assets less Total Liabilities:		<u>591,424.21</u>	<u>582,804.39</u>
Represented By:			
Restricted Funds	h	557,131.00	556,550.00
Unrestricted Funds:	h		
i/ Designated Fund for maintenance of Building/Displays		10,000.00	
ii/ Designated Fund for collection acquisitions		<u>10,000.00</u>	
Sub-Total		20,000.00	
Unrestricted Reserves		14,293.21	26,254.39
		<u>591,424.21</u>	<u>582,804.39</u>

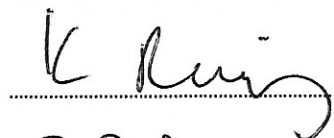
As at 31 December 2021

The trustees consider that for the period ended 31 December 2021; the charity was entitled to exemption from audit or Independent Examination under The Charities Act 2011 (Accounts and Audit) Order 2015, relating to smaller charities, given the level of annual turnover.

Trustees' responsibilities:

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with section
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to Charities subject to small charities accounting regime.

The financial statements on pages 7-8 were approved by the board of trustees on and signed on its behalf by



Kathryn Reilly (Chair)



Bronwen Robson (Treasurer)

DEAL MARITIME AND LOCAL HISTORY MUSEUM
(A Charitable Incorporated Organisation)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting policies

(a) Basis of preparation

- (i) These accounts are the Accounts of DEAL MARITIME AND LOCAL HISTORY MUSEUM.
- (ii) They have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (iii) The recommendations of the Statement of Recommended Practice have been followed in the preparation of these accounts

(b) Fund Accounting

- (i) The Charity's general fund consists of funds, which the Charity may use for its purposes at its discretion.
- (ii) The Charity's restricted funds are those where the donor has specifically imposed restrictions on the use of the funds, or where fund-raising has been for a specified purpose, and which are legally binding.

(c) Voluntary Income

- (i) All voluntary income is included upon receipt.
- (ii) Grants received are credited to income immediately.

(d) Investment Income

Credit is taken for interest when the interest falls due for payment.

(e) Administration Expenditure

Administration expenditure comprises costs incurred in running the Charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

(f) Debtors	2021	2020
	£	£
	<u>0</u>	<u>0</u>
(g) Creditors	2021	2020
	£	£
Short-term:		
Bronwen Robson	620	0
Kathryn Reilly	<u>300</u>	<u>0</u>
	<u>920</u>	<u>0</u>
Long-term		
Trustee Loan	<u>0</u>	<u>6,500</u>

In previous years, Trustees had provided £6,500 in the end-of-year accounts to repay a loan from previous trustees; but in 2021 an investigation into the details of that arrangement have confirmed that it was given to the Museum under a Deed of Gift and so is not repayable. Consequently, it has been written back to Unrestricted Balances as at 31 December 2021.

(h) Cash Movement 2021

Fund	Balance B/F	Income	Sub-Total	Expended	Balance C/F
<u>RESTRICTED</u>					
R1 Lifeboat	485	0	485	354	131
R2 Collections Care At Risk	626	0	626	445	181
R3 Photographs	60	50	110	113	-3
R4 Brighton Pavilion	500	0	500	360	140
R5 Deal Town Council	0	500	500	230	270
R6 Dover District Council - Laptop	0	1187	1187	0	1187
R7 Archive	441	440	881	94	787
Other Restricted	4438	0	4438	0	4438
SUB-TOTAL	6550	2177	8727	1596	7131
Museum Buildings	550000	0	0	0	550000
TOTAL RESTRICTED	556550	2177	8727	1596	557131
<u>UNRESTRICTED</u>					
General Fund	27440	13800	41240	13618	27622
TOTAL FUNDS	583990	15977	49967	15214	584753

Deal Maritime and Local History Museum
Detailed Income & Expenditure
For YEAR ENDED 31ST DECEMBER 2021

	UNRESTR	RESTR FUND 1	RESTR FUND 2	RESTR FUND 3	RESTR FUND 4	RESTR FUND 5	RESTR FUND 6	RESTR FUND 7	OTHER RESTR	TOTAL FUNDS
	General Fund	Lifeboat	Collectio ns care at risk	Photo- graph	Brighton Pavillion	Deal Town Council	DDC Laptop	Archive	Roof fund and Marines Exhibiotn	
Incoming Resources										
Dover District Council - Covid-19 Restart	8000									8000
Brighton Council - Modes					500					500
Dover District Council - Winter Grant							1187			1187
Deal Town Council						500				500
Subscriptions	272									272
Donations	3412			50				440		3902
Shop Sales	2402									2402
Gift Aid	400									400
	14486	0	0	50	500	500	1187	440	0	17163

Outgoing Expenditure

Accessioning	28									28
Advertising	310									310
Archives	987									987
Cleaning	152									152
Collections Care	281		445			54				780
Computer and Software	1079									1079
Electric - EDF	399									399
Exhibition Costs General	250									250
External Membership	112									112
Gardening	182									182
Health and Safety	2943									2943
Insurance	854									854
Lifeboat		355								355
Local History Gallery - makeover	488									488
Miscellaneous Purchases	236									236
Office Expenses										0
PayPal charges	35									35
Photograph Fund				113						113
Premises Expenses	3352									3352
Postage and Stamps	10									10
Professional Fees	35									35
Shop Purchases	1223									1223
Telephone - Vodafone	380									380
Training					360					360
Water	159									159
Webhosting	367									367
Zettle Charges	26									26
TOTAL EXPENDITURE	13888	355	445	113	360	54	0	0	0	15215

598 -355 -445 -63 140 446 1187 440 0 1948

Deal Maritime and Local History Museum
Detailed Income and Expenditure
For YEAR ENDED 31ST DECEMBER 2021

	UNRESTRICTED FUNDS	RESTRICTED FUNDS	2021 TOTAL FUNDS	2020 TOTAL FUNDS
	General Fund			
Incoming Resources				
Dover District Council - Covid-19 Restart	8000		8000	
Brighton Council - Modes		500	500	
Dover District Council - Winter Grant		1187	1187	
Deal Town Council		500	500	
Subscriptions	272		272	
Donations	3412	490	3902	
Shop Sales	2402		2402	
Gift Aid	400		400	
TOTAL INCOME	14486	2677	17163	
Outgoing Expenditure				
Accessioning	28		28	
Advertising	310		310	
Archives	987		987	
Cleaning	152		152	
Collections Care	281	499	780	
Computer and Software	1079		1079	
Electric - EDF	399		399	
Exhibition Costs General	250		250	
External Membership	112		112	
Gardening	182		182	
Health and Safety	2943		2943	
Insurance	854		854	
Lifeboat		355	355	
Local History Gallery - makeover	488		488	
Miscellaneous Purchases	236		236	
Office Expenses			0	
PayPal charges	35		35	
Photograph Fund		113	113	
Premises Expenses	3352		3352	
Postage and Stamps	10		10	
Professional Fees	35		35	
Shop Purchases	1223		1223	
Telephone - Vodafone	380		380	
Training		360	360	
Water	159		159	
Webhosting	367		367	
Zettle Charges	26		26	
TOTAL EXPENDITURE	13888	1327	15215	
Surplus/Deficit	598	1350	1948	

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	January	2020		31	December	2020

Section A Reference and administration details

Charity name Deal Maritime and Local History Museum

Other names charity is known by Deal Museum

Registered charity number (if any) 1168344

Charity's principal address 22 St George's Road

DEAL

Postcode

CT14 6BA

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
1 Madylene Beardmore			
2 Sheila Legg			
3 Michael Phillips			
4 Sharon Powell	Chair		

5	Kathryn Reilly		
6	Bronwen Robson	Treasurer	25 August 2020 to present
7	David White	Secretary	Until 11 August 2020
8	Quentin Withall	Chair	Until 5 February 2020

9

10

11

12

13

14

15

16

17

18

19

20

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Type of adviser	Name	Address
-----------------	------	---------

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Foundation Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the existing Trustees

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.

--

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document	For the public benefit, to establish and maintain a museum in Deal for the exhibition of artefacts and displays illustrating the history of Deal, Walmer and district.
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)	• The extension, enhancement, preservation, maintenance and storage of the museum's collections • The fostering of an environment where visitors of all ages are able to explore, and be inspired by the history of the local area • The provision of opportunities for research and learning relating to the museum's collections • The facilitation of the ongoing recording of the history of Deal, Walmer and district The charity trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

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.

Achievements and performance

Section D

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Much of the work of the museum across 2020 was impacted by the Covid-19 pandemic. However, the following activities were able to take place:

- Annual subscriptions from Friends of the Museum saw a small decrease but life members increased. Annual subscription- 75 Life subscription - 9.
- The trustees continued to meet on-line throughout the year.
- Rebranding – approached by an undergraduate with a rebranding exercise – resulting in a new logo, website layout, shortened name, new slogans and colour scheme. Trustees felt it was more contemporary than previous branding.
- The use of social media increased (Instagram, Facebook and Twitter) as a way to stay connected and engage with members and the wider public.
- A timeline illustrating the history of Deal was installed in the museum's main gallery following feedback from sessions held with stewards about the museum displays and what they'd like to see.
- In order to maintain links with Friends and volunteers we offered guided visits; after a Covid-19 risk assessment had been completed. A virtual museum was added to the website.
- A grant was received from the district council interruption scheme replacing our usual funding sources.
- A South East Museums Collections at Risk grant provided funding for two dehumidifiers which have been installed, tiny tag monitors and software will be purchased with the remainder to ensure the museum continues and improves the care of the collections.
- We ensured that the buildings remain fit for purpose by replacing flooring in two rooms and redecorating a working area. Old and obsolete wiring was removed.
- The old till was replaced by a modern, simpler, point of sale system from iZettle - this is as yet unused.
- A digital catalogue of the archives paper collection was completed. The sorting and cataloguing of the photographic and postcard collections was started. Conservation and preservation processes was begun with all items in the archives being assessed and placed into archive quality materials.
- A digital artefact catalogue was commenced.
- Work continued on the Basil Kidd archive by engaging with retired Royal Marines community to identify the Royal Marine subjects featured in the Basil Kidd photographic archive.
- Museum image collection: as part of ongoing work to catalogue and digitise the museum's image collection images are being sold via website to raise funds for the cataloguing project.
- Work continued on the ongoing project to clear and organise sheds and office areas to make the most of the space we have. Storage has always been an issue for the museum.

Section E Financial review

Financial review

Brief statement of the charity's policy on reserves	The Trustees are developing a reserves policy which will reflect the facts that we own an old building with potentially significant repair costs and possess artefacts with potentially significant conservation costs.
Details of any funds materially in deficit	None

Further financial review details (Optional information)

You may choose to include additional information, where relevant about: 1. the charity's principal sources of funds (including any fundraising); 2. how expenditure has supported the key objectives of the charity; 3. investment policy and objectives including any ethical investment policy adopted.	• The trustees took the decision to remain closed for the 2020 season due to Covid – 19. • Successfully secured three grants, Dover District Council, The Drapers Society and Collections at risk grant from South East Museums. These provided the museum with the financial security to cover costs for the seasons and allow changes to happen. • The museum managed to host two open days operating under government guidelines. This resulted in a small income boost for the museum and allowed us to keep friends and visitors engaged.
---	--

Section F Other optional information

Other optional information

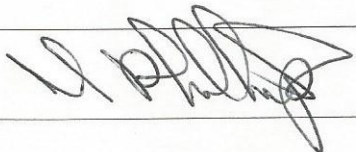
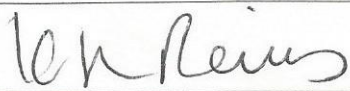
Section G Declaration

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
---	---

Full name(s)

Michael Phillips

Kathryn Reilly

Position (eg Secretary,
Chair, etc)

Trustee

Chair

Date (30/04/2021)

Deal Maritime & Local History Museum
Balance Sheet

From: Month 1, January 2020
To: Month 12, December 2020

Chart of Accounts: Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
	0.00		0.00
Current Assets			
Deposits and Cash	(15,772.56)	468.36	
Bank Account	23,119.39	39,674.28	
	7,346.83		40,142.64
Current Liabilities			
Creditors : Short Term	838.55	838.25	
	838.55		838.25
Current Assets less Current Liabilities:	6,508.28		39,304.39
Total Assets less Current Liabilities:	6,508.28		39,304.39
Long Term Liabilities			
Creditors : Long Term	0.00	6,500.00	
	0.00		6,500.00
Total Assets less Total Liabilities:	6,508.28		32,804.39
Capital & Reserves			
Funds	0.00	26,296.11	
P & L Account	6,508.28	6,508.28	
	6,508.28		32,804.39

Profit and Loss

From: Month 1, January 2020
To: Month 12, December 2020
Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Donations	3,158.51	3,158.51	
Grants	10,871.88	10,871.88	
Investment Income	41.89	41.89	
Other Income	295.68	295.68	
		14,367.96	14,367.96
Purchases			
Charitable Expenditure - Grants Payable	479.44	479.44	
		479.44	479.44
Direct Expenses			
Charitable Expenditure - Stock for Charity Shop	689.30	689.30	
Cost of Fund Generation - Fund Raising	1,505.39	1,505.39	
		2,194.69	2,194.69
Gross Profit/(Loss):			
Overheads		11,693.83	11,693.83
Support Costs - Rent and Rates	107.00	107.00	
Support Costs - Heat, Light and Power	328.63	328.63	
Support Costs - Printing and Stationery	24.21	24.21	
Support Costs - Telephone and Computer charges	1,588.69	1,588.69	
Support Costs - Maintenance	1,916.13	1,916.13	
Support Costs - General Expenses	1,136.39	1,136.39	
Management & Admin - Professional Fees	84.50	84.50	
		5,185.55	5,185.55
Net Profit/(Loss):		6,508.28	6,508.28