

MINEHEAD MUSEUM

England & Wales · Charity number 1169355

Details

Status Registered

Legal form CIO

Registered 2016-09-26

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

Contact

Address 12 Dene Gardens
Minehead
TA24 6BU

Phone 01643704683

Email mineheadmuseum@btconnect.com

Website www.mineheadmuseum.co.uk

Activities

Objects: 1. TO ESTABLISH, MAINTAIN AND ENHANCE A MUSEUM TO PROMOTE THE HISTORY OF MINEHEAD, ALCOMBE AND SURROUNDING AREA FOR THE PUBLIC BENEFIT.2. TO INCREASE PUBLIC AWARENESS, APPRECIATION AND UNDERSTANDING OF MINEHEAD'S HISTORIC, CULTURAL AND NATURAL HERITAGE THROUGH THE ACQUISITION, PRESERVATION, INTERPRETATION AND DISPLAY OF A UNIQUE COLLECTION OF ITEMS THAT ARE PARTICULARLY RELEVANT TO THE AREA.3. TO EXTEND, CONSERVE AND MAINTAIN THE ITEMS IN THE MUSEUM'S COLLECTION;4. TO ENCOURAGE AND PROMOTE RESEARCH AND EDUCATIONAL USE OF THE MUSEUMS COLLECTION FOR THE BENEFIT OF ALL SECTORS THE PUBLIC.

Activities: Run entirely by volunteers the Museum is open to the public from March to end of October. Entry is free. The museum contains important items of local history including an iconic Hobby Horse and displays on Arthur C. Clarke, Minehead's Lost Pier and Punch & Judy amongst others. The museum runs talks and a charity quiz along with producing booklets on local themes

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2025-11-30	£23,359	£6,086	-	-
2024-11-30	£13,576	£4,019	-	-
2023-11-30	£70,103	£2,581	-	-
2022-11-30	£25,847	£7,102	-	-
2021-11-30	£34,858	£8,495	-	-

Trustees

Name	Role	Appointed
Julian Robert George Luke	Chair	2019-02-25
Alan Leslie Smithers		2024-09-16
Caroline Janet Giddens		2019-02-25
Janet Rosemary Styles		2017-11-01
Timothy John Hedgecock		2022-06-27

MINEHEAD MUSEUM

England & Wales - Charity number 1169355

Accounts

Report of the Trustees of Minehead Museum for the year ended 30th November 2025

Introduction:

2025 proved to be a challenging year with a number of significant threats to the future of the museum. The season started with the complete closure of the attached Visitor Centre. The closure coincided with the opening of the museum season, resulting in half the building displaying closed signs but with all the Information Centre signage in place. This resulted in the closure of two doors that allowed access to the museum through shared access space. Although we had hoped to expand into the vacated space, this was not possible during the season.

Visitor numbers for the season were, as to be expected, significantly down on the previous year at 7384. What was encouraging were the continued positive comments and an increase in door donations and in the sale of books and souvenirs. Class and group visits continued. The coming year continues to pose challenges but we expect visitor numbers to recover and the trustees continue to work toward securing a secure home for the collection.

Reference & Administration Information

Charity Name: Minehead Museum

Charity Registration Number: 1169355

Operational Address: Minehead Museum, Beach Hotel Complex, The Avenue, Minehead, Somerset TA24 5AP

Registered Office: 12 Dene Gardens, Minehead, Somerset TA24 6BU

Trustees

Julian Luke (Chair)

Janet Styles (Vice-Chair)

Caroline Giddens

Timothy Hedgecock

Alan Smithers

Bankers - Nat West Bank PLC, The Parade , Minehead, Somerset TA24 5NL

Independent Examiner: Mrs J. Armin, Mews End Cottage, Quay Lane, Minehead, Somerset TA24 5QU

Management

The trustees are appointed for three years and are eligible for reappointment. The trustees are responsible for the recruitment of any new trustees, having regard to the skills, knowledge and experience required for the management of the CIO. The trustees remain actively involved in the running of the museum, with day-to-day management delegated to a management committee which also contains trustees.

Our Aims & Objectives

1. To establish, maintain and enhance a museum to promote the history of Minehead, Alcombe and surrounding area for the benefit of the public.
2. To increase public awareness, appreciation and understanding of Minehead's historic and natural heritage, through the acquisition, preservation, interpretation and display of a unique collection of items that are particularly relevant to the area.

3. To extend, conserve and maintain the items in the museum's collection.
4. To encourage and promote research and educational use of the museum's collection for the benefit of all sectors of the community.

Review of the 2025 Season

The year has been one of uncertainty for the museum . Following the closure of the Visitor Information Centre in March it had been hoped that the museum would be allowed to expand into the vacated space. This was unfortunately not to be, with the landlords preferring to leave the space vacant whilst they reviewed the use of the building, including whether the museum would be allowed to remain in its existing premises. This necessitated a last minute change of layout in the front half of the museum to reflect the change in the public entrance. We still have not had clarification of the use of the building in 2026 but remain hopeful that the museum can remain where it is and expand into the empty space. This would enable greater public use, for class and group visits, events and a complete makeover of the displays.

The closure of the VIC was followed by two months under scaffolding whilst the exterior of the building was redecorated, making the museum very difficult to spot and even more difficult to access.

With no guarantee of future use of our existing premises, we had attempted to purchase premises in the Avenue, which would have nearly doubled the size of the museum. This had reached the final stages of acquisition, before some disturbing additional information came to light and we were forced to withdraw from the purchase. A very frustrating time for all who had put so much effort into what could have been a transformational opportunity. It is great credit to all our volunteers who have maintained the high level of welcome to visitors throughout the season. The Trustees remain committed to securing a long term home for the collection. Location and sustainability remain key factors and suitable premises are not available at present.

The museum remains an active participant in the region Museums in Somerset Group, with the Chair of Trustees retiring from the organising committee for 2026.

The acute storage problems for fixtures and fittings has been eased by the generous offer from Minehead Town Council to store shelving and display materials until we can use them.

Plans for the 2026 displays are underway ready for the planned reopening in March 2026,

Finance

The trustees remain committed to free entry to the museum, to make sure the displays are accessible to all. While visitor numbers fell this year it should be noted that door donations and sales increased. In part this was due to the redesign of the interior with an improved sales area and a repositioning of one of the collecting boxes. There was also an increase in card payments.

The Premises Appeal continues to grow awaiting suitable premises. We remain indebted to the generosity of the YMCA (Owners of the Beach Hotel) for continuing to provide our existing premises at a peppercorn rent. It is hoped that an enlarged museum within the building will strengthen the relationship between the YMCA and the museum and provide further benefits for both parties. We continue to promote the value of the museum to the local community. Helping with the regeneration of the town as an attraction for heritage tourism, strengthening a sense of community, with volunteering opportunities and demonstrating the educational value to schools, groups and residential homes through talks and visits.

Julian Luke (Chair of Trustees) 5th December 2025

20th December 2025

**Mrs Jean Armin
MEWS END COTTAGE
5 QUAY LANE
SOMERSET TA24 5QU**

arm1n_admin@btinternet.com

01643 703597

Ref. Minehead Museum
c/o Tim Hedgecock, Treasurer

Dear Tim

The books presented to me are from December 2024 to November 2025.

The annual income of Minehead Museum this year is under £25,000 but your Trustees have requested an Independent Examination of your accounts. Your organisation is entitled to exemption under section 144 of the Charities Act 2011 to have its financial statements for year ended 31 March 2022 audited.

My Independent Examination included a review of the accounting records kept by the Museum and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts which may have required explanations from the Managing Trustees concerning any such matters.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention which give me reasonable cause to believe that the requirements to keep accounting records and to prepare accounts have not been met.

The contents of this letter and summary should be made available to your Trustees' meeting.

Please note that an Independent Examination is no substitute for ongoing effective procedures to minimise / prevent losses due to error or corruption.

Yours sincerely,

Mrs Jean Armin MICB.





Receipts and payments accounts

For the period from	Period start date 01/12/2024	To	Period end date 30/11/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	-	5,000	-	5,000	500
Friends Subscriptions & Donations	847	7,495	-	8,342	2,489
Door	3,153	-	-	3,153	2,446
Book Sales & Commission	1,580	-	-	1,580	1,093
Talks	-	-	-	-	295
Quizzes & Raffles	-	405	-	405	967
Other Fundraising	112	-	-	112	290
Gift Aid	791	162	-	953	1,142
Bank Interest	-	3,814	-	3,814	4,354
	-	-	-	-	-
Sub total (Gross income for AR)	6,483	16,876	-	23,359	13,576
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,483	16,876	-	23,359	13,576
A3 Payments					
Artefacts & Displays	118	250	-	368	-
Archiving/ Conservation	-	242	-	242	200
Displays Cabinets etc	-	-	-	-	-
Other Display Materials	182	-	-	182	-
Subscriptions	90	-	-	90	210
Insurance	648	-	-	648	491
Repairs	331	-	-	331	281
Publicity	130	-	-	130	91
Computer Costs	866	-	-	866	694
Printing Publications	50	-	-	50	664
Stationery, Postage & Photocopying	150	-	-	150	49
Volunteer Expenses	5	72	-	67	117
Volunteer Training	-	-	-	-	-
Independent Examination	40	-	-	40	48
Professional Fees	2,765	-	-	2,765	960
Refreshments	-	-	-	-	-
Room Hire & Cleaning	12	-	-	12	5
Other Fundraising costs	145	-	-	145	209
Sub total	5,522	564	-	6,086	4,019
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	5,522	564	-	6,086	4,019
Net of receipts/(payments)	961	16,312	-	17,273	9,557
A5 Transfers between funds					
A6 Cash funds last year end	29,703	120,495	-	150,198	140,641
Cash funds this year end	30,664	136,807	-	167,471	150,198

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account	3,047	-	-
	Bank Deposit Account	27,617	136,807	-
		-	-	-
	Total cash funds	30,664	136,807	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	ISBN Reg Nos		82	-
	Gift Aid	901	1,651	-
	Debtors	44	44	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J Luke	
	T Hedgecock	

MINEHEAD MUSEUM

England & Wales - Charity number 1169355

Accounts

Report of the Trustees of Minehead Museum for the year ended 30th November 2024

Introduction:

Minehead Museum is a registered charity (Charitable Incorporated Organisation CIO, Registration number 1169355).

2024 Was another successful year with visitor number up by around 8%. This was particularly pleasing due to the necessity of closing on most Fridays during the season because of the closure of the attached Visitor Information Centre. Our final visitor figure of 10,703 was therefore very encouraging and the number of off site talks continues to promote the museum beyond our limited premises.

The Premises Appeal continues but at present without an identifiable new building we are unable to leverage additional grants. The trustees continue to revue premises as the come to the market but remain aware of the need for the building to be in a suitable location, with sustainable running costa and be fully accessible to all.

Reference & Administration Information

Charity Name: Minehead Museum

Charity Registration Number: 1169355

Operational Address; Minehead Museum, Beach Hotel Complex, The Avenue, Minehead, Somerset TA24 5AP

Registered Office: 12 Dene Gardens, Minehead, Somerset TA24 6BU

Trustees

Mr Julian Luke (Chair)

Mrs Janet Styles (Vice-Chair)

Miss Caroline Giddens (

Mrs Heather Yendole (retired August 2024)

Mr Timothy Hedgecock

Mr Alan Smithers (Appointed September 2024)

Bankers - Nat West Bank PLC, The Parade, Minehead, Somerset TA24 5NL

Independent Examiner: Mrs J. Armin, Mews End Cottage, Quay Lane, Minehead, Somerset TA24 5QU

Management

The trustees are appointed for three years and are eligible for reappointment. During the year Mrs H. Yendole retired and Mr A. Smithers was appointed to the trustees. The trustees are responsible for the recruitment of any new trustees, having regard to the skills, knowledge and experience required for the effective management of the CIO. The trustees remain active involved in the running of the museum with day-to-day management delegated to a management committee which also contains trustees.

Our Aims & Objectives

1. To establish, maintain and enhance a museum to promote the history of Minehead, Alcombe surrounding area for the benefit of the public.
2. To increase public awareness, appreciation and understanding of Minehead's historic, cultural and natural heritage through the acquisition, preservation, interpretation and display of a unique collection of items that are particularly relevant to the area.
3. To extend, conserve and maintain the items in the museum's collection.

4. To encourage and promote research and educational use of the museum's collection for the benefit of all sectors of the public.

Review of 2023/2024 Season

Although our visitor figures continue to grow and are closer to pre-pandemic levels, the season has not been without challenges. The continued closure of the Visitor Information Centre on Thursdays and Fridays this year led to the decision to close on Fridays but remain open on Thursdays with double staffing. This appears to have been vindicated with a healthy number of visitors on Thursdays. What is noticeable is a decrease in donations in the collecting boxes sign of economic belt tightening in general. Fortunately our ability to take donations via credit card has slightly mitigated this decline and the trustees are considering further options for electronic donation gathering.

Class visits and talks to local groups continue and the latest museum publication *Mules at War* was issued at the start of the season. Charity quizzes continue to bring in additional funds for the the Premises Appeal.

The museum remains an active participant in the regional Museums in Somerset Group with the Chair of Trustees continuing to serve on the organising committee.

Two significant additions were made to the museum collection this year with the donation of a fine painting of Minehead Harbour in 1800, donated in memory of the maritime historian John Gilman and the medals belonging to Harry Bertram Walker of Minehead, including his Military Cross.

We continue to express our concern over the removal of the two seventeenth century cannon from the harbour wall, they remain in storage with Somerset Council with no indication after a year that any conservation work is planned or funded.

The search for new premises continues but has been frustrated by the lack of a suitable building, We did have a survey carried out on one building but the repair and conversion costs were considered excessive. Without a specific building we are unable to draw down further external funding, although the Appeal Fund continues to grow, standing at some £130,000 plus additional pledges. A further pressure is on storage of items as unfortunately our storage area at the Beach Hotel has now been repurposed and various fixtures and fittings have had to be moved offsite, We are grateful that the Beach Hotel has permitted the placing of one of our showcases in the hotel which will help highlight the museum and the displays.

Finance

The trustees remain committed to free entry to the museum, to make sure the displays are accessible to all. Whilst visitor numbers continue to grow, there has been a decline on donations on the door. New ways of increasing income through the website and use of QR codes are being explored.

The Premises Appeal Fund continues to grow, but does need to be relaunched in 2025 with greater publicity. We remain indebted to the generosity of the YMCA (Owners of the Beach Hotel) for providing our existing premises at a peppercorn rent. This continues to underpin the security and growth of the museum and we are grateful that this will continue in 2025. The trustees remain focused on the financial sustainability of the museum.

We continue to promote the value of the museum to the local community. Helping with the economic regeneration of town as an attraction for heritage tourism, strengthening a sense of community through volunteering opportunities and in the educational value to schools, youth groups and residential homes in talks and visits.

Julian Luke (Chair of Trustees) 22nd December 2024



Receipts and payments accounts

CC16a

For the period from	01/12/2023	To	30/11/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	-	500	-	500	10,450
Friends Subscriptions & Donations	1,904	585	-	2,489	53,104
Door	2,446	-	-	2,446	2,418
Book Sales & Commission	1,093	-	-	1,093	1,422
Talks	65	230	-	295	164
Quizzes & Raffles	-	967	-	967	1,042
Other Fundraising	-	290	-	290	552
Gift Aid	833	309	-	1,142	696
Bank Interest	-	4,354	-	4,354	255
	-	-	-	-	-
Sub total (Gross income for AR)	6,341	7,235	-	13,576	70,103
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,341	7,235	-	13,576	70,103
A3 Payments					
Artefacts & Displays	-	-	-	-	-
Archiving/ Conservation	-	200	-	200	-
Displays Cabinets etc	-	-	-	-	-
Other Display Materials	-	-	-	-	-
Subscriptions	210	-	-	210	282
Insurance	438	53	-	491	468
Repairs	281	-	-	281	314
Publicity	91	-	-	91	110
Computer Costs	349	345	-	694	514
Printing Publications	164	500	-	664	-
Stationery, Postage & Photocopying	49	-	-	49	413
Volunteer Expenses	-	117	-	117	113
Volunteer Training	-	-	-	-	96
Independent Examination	48	-	-	48	48
Professional Fees	960	-	-	960	-
Refreshments	-	-	-	-	33
Room Hire & Cleaning	5	-	-	5	93
Other Fundraising costs	179	30	-	209	97
	-	-	-	-	-
Sub total	2,774	1,245	-	4,019	2,581
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,774	1,245	-	4,019	2,581
Net of receipts/(payments)	3,567	5,990	-	9,557	67,522
A5 Transfers between funds					
A6 Cash funds last year end	26,136	114,505	-	140,641	73,119
Cash funds this year end	29,703	120,495	-	150,198	140,641

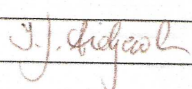
Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account	4,558	0	-
	Bank Deposit Account	25,115	120,495	-
	Cash in Hand	30	-	-
	Total cash funds	29,703	120,495	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	ISBN Reg Nos		82	-
	Gift Aid	787	163	-
	Debtors	205	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	J Luke	
	T Hedgecock	1/1/25

24th December 2024

**Mrs Jean Armin
MEWS END COTTAGE
5 QUAY LANE
SOMERSET TA24 5QU**

arm1n_adm1n@btinternet.com

01643 703597

Ref. Minehead Museum
c/o Tim Hedgecock, Treasurer

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My Independent Examination included a review of the accounting records kept by the Museum and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts which may have required explanations from the Managing Trustees concerning any such matters.

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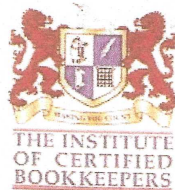
The contents of this letter and summary should be made available to your Trustees' meeting.

Please note that an Independent Examination is no substitute for ongoing effective procedures to minimise / prevent losses due to error or corruption.

Yours sincerely,



Mrs Jean Armin MICB



Practice Licence Number 10366

MINEHEAD MUSEUM

England & Wales - Charity number 1169355

Accounts

Report of the Trustees of Minehead Museum for the year ended 30th November 2023

Introduction

Minehead Museum is a registered charity (Charitable Incorporated Organisation or CIO, Registration number 1169355).

2023 Was another successful season with visitor figures and door donations up by 10%. Although this was still short of pre-pandemic levels, the trustees consider this a very impressive achievement given the economic issues which have affected our immediate neighbours. The West Somerset Railway no longer running trains on a Friday and the Tourist Information Centre adjoining the museum being forced to close on most Thursdays and Fridays this year being unable to meet staff costs. This severely impacted on the number of visitors in the vicinity of the museum and reduced the number of impulse visitors.

The Premises Appeal continues to gather support including a sizeable individual donation and a grant from Minehead Town Council. The lack of a suitable site has slowed the proposed move to larger premises.

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Mrs Janet Styles (Vice-Chair)

Miss Caroline Giddens

Mrs Heather Yendole

Mr Timothy Hedgecock

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Independent Examiner: Mrs J. Armin, Mews End Cottage, Quay Lane, Minehead, Somerset TA24 5QU

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3. To extend, conserve and maintain the items in the museum's collection.
4. To encourage and promote research and educational use of the museum's collection for the benefit of all sectors of the public.

Review of 2022/23

The season saw an encouraging increase in volunteers and visitors. Full opening hours were maintained throughout the season. This required extra volunteer hours as we needed to move to double staffing on the days when the Tourist Information Centre was closed (most Thursdays and Fridays for the year) but were rewarded by a final visitor total of 9967. Class visits and talks continued and two charity quizzes attracted full houses on both evenings, raising over £800 towards the Premises Appeal.

The museum remains an active participant in the regional Museums in Somerset Group with the Chair of Trustees continuing to serve on the organising committee. The museum has also engaged with the local u3a on a Shared Learning Project to support the 2024 displays.

The museum has been instrumental in highlighting the threat to the Seventeenth Century cannons, removed from the harbour wall in October 2023 and with getting South West Heritage Trust and Historic England involved in discussion with Somerset Council over the future of these guns.

The search for new premises continues with our original target no longer on the market. New properties are reviewed on a regular basis as to their suitability in terms of size, location and sustainability.

Finance

The trustees remain committed to free entry to the museum, to make sure the displays are accessible to all. Visitor numbers and door donations were encouraging and it is hoped that visitor numbers will return to pre-pandemic levels in the coming year.

The Premises Appeal continues to grow and to maximise the return funds have been transferred to a deposit account until suitable premises can be secured. Donations and grants received so far are in excess of £121,000 and there are additional pledges that will be claimable once we have reached our target. Fundraising continues through quizzes, book sales and grants. The challenge remains to find a suitable sustainable long term home for the collection. In the meantime we remain deeply indebted to the generosity of the YMCA (Owners of the Beach Hotel) for providing our existing premises at a peppercorn rent. This has underpinned the security and growth of the museum and we are grateful that this will continue in 2024.

We continue to hope that the potential for the museum to be a major asset to the town is finally recognised. Helping with economic regeneration of the town centre,

as an attraction for heritage tourism, reinforcing a sense of community and community involvement in volunteering and will continue to be of educational value to local schools and groups.

Julian Luke, Chair of Trustees

22.1.24



Receipts and payments accounts

CC16a

For the period from	Period start date 01/12/2022	To	Period end date 30/11/2023
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Section A Receipts and payments

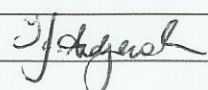
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	-	10,450	-	10,450	11,870
Friends Subscriptions & Donations	1,867	51,237	-	53,104	7,051
Door	2,418	-	-	2,418	2,118
Book Sales & Commission	1,199	223	-	1,422	1,675
Talks	60	104	-	164	143
Quizzes & Raffles	1,042	-	-	1,042	290
Other Fundraising	-	552	-	552	-
Gift Aid	609	87	-	696	2,700
Bank Interest	-	255	-	255	-
	-	-	-	-	-
Sub total (Gross income for AR)	7,195	62,908	-	70,103	25,847
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,195	62,908	-	70,103	25,847
A3 Payments					
Artefacts & Displays	-	-	-	-	-
Archiving/ Conservation	-	-	-	-	739
Displays Cabinets etc	-	-	-	-	-
Other Display Materials	-	-	-	-	362
Subscriptions	214	68	-	282	73
Insurance	-	468	-	468	463
Repairs	314	-	-	314	-
Publicity	-	110	-	110	256
Computer Costs	71	443	-	514	1,007
Printing Publications	-	-	-	-	3,299
Stationery, Postage & Photocopying	99	314	-	413	507
Volunteer Expenses	-	113	-	113	306
Volunteer Training	-	96	-	96	-
Independent Examination	48	-	-	48	56
PPE etc	-	-	-	-	-
Refreshments	33	-	-	33	34
Room Hire & Cleaning	8	85	-	93	-
Other Fundraising costs	-	97	-	97	-
	-	-	-	-	-
Sub total	787	1,794	-	2,581	7,102
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	787	1,794	-	2,581	7,102
Net of receipts/(payments)	6,408	61,114	-	67,522	18,745
A5 Transfers between funds					
A6 Cash funds last year end	19,728	53,391	-	73,119	54,374
Cash funds this year end	26,136	114,505	-	140,641	73,119

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Account	6,136	3,250	-
	Bank Deposit Account	20,000	111,255	-
		-	-	-
	Total cash funds	26,136	114,505	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	ISBN Reg Nos	-	98	-
	Gift Aid	829	309	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	T.J. HEDDERLEY	

MINEHEAD MUSEUM

Independent Examination summary document

Daily bookkeeping has been undertaken by the named Treasurer Mr Tim Hedgecock reporting to the Managing Trustees of Minehead Museum. Monthly meetings of the Trustees have resumed in this year. The Annual General Meeting is due to take place on 22nd January 2024.

My independent examination has indicated that:

The Museum's accounts are recorded on a spreadsheet, with a detailed analysis of expenditure. Multiple pages of the spreadsheet are linked to provide an ongoing record of balances and to make entries into the Charity Commission CC16 form.

There is evidence that the cash book is kept up to date and has been correctly reconciled to the bank statements.

Payments are made by Debit Card or online. Receipts for payments made using the Debit Card, held by the Chair of the Trustees, are passed to the Treasurer. Likewise, reimbursements made to volunteers for expenses incurred on behalf of the Museum are accompanied by evidence of costs incurred.

Payments made tally with invoices and with bank statement entries. Where applicable, VAT has been correctly calculated on invoices received. All the receipts and payments undertaken by the Museum have been properly recorded in the accounting records.

Museum income is from membership, donations (and subsequent Gift Aid claims), sales of books and other items. Cash received at the door or for book sales has been banked at intervals. Other receipts have been by bank transfers. A Sum Up payment machine is in use, with the percentage fee shown as expenditure on the accounts.

Funding has also been obtained through charitable grants. The grants, and some of the donations, are restricted. A bequest for £50,000 was received in October. Money restricted for specific purposes has been used for those purposes as indicated on the Schedule of Grants and Specific Donations, with a balance of £114,505 held for ongoing projects, including the fund for new premises.

Income during the year has exceeded expenditure by over £67,000, enabling £131,000 to be transferred to a 35 day Liquidity Account.

Gift Aid has been claimed and recorded throughout the year, with £696.03 received April 2023.

The draft Trustees' Annual Report 2023 was made available, which summarised the present level of activity and future aspirations regarding new premises and ongoing projects.


The Managing Trustees appear to have fulfilled their responsibilities in accordance with their aims stated in the Annual Report.

A statement of the financial balance is now available at each Trustee meeting.

The insurance policy premium had been paid in March 2023 and the policy document was available for reference.

The Trustees should carry out an annual review of the charity's internal financial controls at the Annual General Meeting.

Report issued: 3rd January 2024

Completed by 

MINEHEAD MUSEUM

England & Wales - Charity number 1169355

Accounts

Minehead Museum

Report of the Trustees for the year ended 30th November 2022

Introduction

This is the sixth annual report of Minehead Museum as a registered charity (Charitable Incorporated Organisation or CIO).

The 2022 season was the first season since 2019 that the museum was able to operate at full capacity and we also welcomed a number of new volunteers. Although visitor numbers were lower than anticipated the museum was able to celebrate its 55,000th visitor since opening and will pass the 60,000 mark early in the coming year. The museum continues to prove its value to the community with educational visits, publications and promotional activities all carried out by volunteers.

The Premises Appeal, to secure a long term home for the collection, continues to gather momentum and a series of public consultations are planned to follow up on initial research carried out this year. These will help with the final planning for the new premises.

Reference & Administrative Information

Charity Name: Minehead Museum

Charity Registration Number: 1169355

Operational Address: Minehead Museum, Beach Hotel Complex, The Avenue, Minehead., Somerset TA24 5AP

Registered Office: 12 Dene Gardens, Minehead, Somerset TA24 6BU

Trustees

Mr Julian Luke (Chair)

Mrs Janet Styles (Vice-Chair)

Miss Caroline Giddens

Mrs Heather Yendole

Mr Timothy Hedgecock (Appointed 27.6.2022)

Mrs Susan Lloyd (Retired 27.6.2022)

Bankers - Nat West Bank PLC, The Parade, Minehead, Somerset TA24 5NL

Independent Examiner: Mrs J. Armin, Mews End Cottage, Quay Lane, Minehead TA24 5QU

Management

The trustees are appointed for three years and are eligible for reappointment. The trustees are responsible for the recruitment of any new trustees, having

regard to the skills, knowledge and experience required for the effective management of the CIO. With this in view the treasurer Mr Timothy Hedgecock was appointed to the board of trustees in June 2022.

The trustees remain actively involved in the running of the museum with day-to-day management delegated to a management committee which also contains trustees.

All the members of the trustees, management committee and museum stewards are unpaid volunteers. It is a tribute to the continued community support that the museum is able to plan for future new premises and develop new displays and publications.

It is with great sadness that we record the passing of Joe Passmore (Hon Life President). Joe had been involved with the museum since its earliest days and had previously served as Chair of Trustees.

We would also like to record our gratitude to Mrs Lloyd who has retired from her second term as a trustee and has also served previously as Secretary, Steward Co-Ordinator and Publications Officer.

Our Aims and objectives

- 1) to establish, maintain and enhance a museum to promote the history of Minehead, Alcombe and surrounding area for the benefit of the public;
- 2) to increase public awareness, appreciation and understanding of Minehead's historic, cultural and natural heritage through the acquisition, preservation, interpretation and display of a unique collection of items that are particularly relevant to the area.
- (3) to extend, conserve and maintain the items in the museum's collection;
- (4) to encourage and promote research and educational use of museum's collection for the benefit of all sectors of the public.

Review of 2021/22

2021/22 saw a return to pre-pandemic opening hours and the museum completed a successful season. It was encouraging to see a number of new active volunteers helping with stewarding, events and working parties. Like many heritage attractions, visitor numbers were down on 2019 as the sector has taken longer than anticipated to recover from the period of closure. The year did however see the return of class visits and an increase in talks to external groups, with over 9000 visitors through the door.

The museum is now able to take credit card payments and this has helped boost sales both in the museum and at events. The website is now capable of receiving online donations. A number of new publications were produced bringing the range up to 13 titles the Blenheim Gardens booklet proving very popular.

Finance

The trustees remain committed to free entry to the museum to make the displays accessible to all. The visitor donations for the season were encouraging and there is every indication that visitor numbers and donations will return to pre-Covid levels in the coming year. It has always been the stated aim of the trustees to secure a long-term home for the museum collection. The Premises Appeal was launched in October 2021 and has made great progress with generous public donations which total over £38,000. In addition there are a number of substantial grants and pledges and to further to supplement the fund raising, the museum has set aside a £16,000 contingency fund for the project. As a number of these grants cannot be claimed until we have hit our project target of £250,000 they cannot be shown in the accounts. However the combination of funding sources does mean that we are already two-thirds of the way to our target. Fundraising is continuing and we hope to hit our target in 2023 with a proposed opening in new premises in March 2024.

We continue to identify suitable premises but have to accept that until the complete funding package is in place we are unable to commit to specific premises. The project has identified the requirements for space, location and need for sustainability of any such premises and some premises have been ruled out as being too expensive to run. It is important that the opportunity to achieve a generational change for the benefit of the culture and heritage of the local community, is founded on the long term security and sustainability of the new premises. We are as always deeply indebted to the generosity of the YMCA who own our existing premises.

We hope that the potential for the museum to be a major asset to the town is finally recognised. Helping with economic regeneration of the town centre, as an attraction for heritage tourism, reinforcing a sense of community and community involvement in volunteering and of the educational value to local schools and local groups.

Julian Luke, Chair of Trustees 28.1.2022

Ref. Minehead Museum
c/o Tim Hedgecock, Treasurer

Dear Tim

The books presented to me are from December 2021 to November 2022.

The annual income of Minehead Museum this year is under £25,000 but your Trustees have requested an Independent Examination of your accounts. Your organisation is entitled to exemption under section 144 of the Charities Act 2011 to have its financial statements for year ended 31 March 2022 audited.

My Independent Examination included a review of the accounting records kept by the Museum and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts which may have required explanations from the Managing Trustees concerning any such matters.

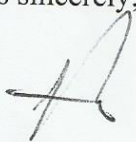
Independent Examiner's Statement

In connection with my examination, no matters have come to my attention which give me reasonable cause to believe that the requirements to keep accounting records and to prepare accounts have not been met.

The contents of this letter and summary should be made available to your Trustees' meeting.

Please note that an Independent Examination is no substitute for ongoing effective procedures to minimise / prevent losses due to error or corruption.

Yours sincerely,



Mrs Jean Armin MICB



Practice Licence Number 10366



Receipts and payments accounts

For the period from	Period start date 01/12/2021	To	Period end date 30/11/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	-	11,870	-	11,870	10,600
Friends Subscriptions & Donations	1,042	6,009	-	7,051	22,002
Door	2,118	-	-	2,118	1,243
Book Sales & Commission	1,675	-	-	1,675	575
Talks	90	53	-	143	-
Quizzes & Raffles	290	-	-	290	-
Gift Aid	542	2,158	-	2,700	438
	-	-	-	-	-
Sub total (Gross income for AR)	5,757	20,090	-	25,847	34,858
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,757	20,090	-	25,847	34,858
A3 Payments					
Artefacts & Displays	-	-	-	-	3,120
Archiving/ Conservation	-	739	-	739	787
Displays Cabinets etc	-	-	-	-	-
Other Display Materials	68	294	-	362	659
Subscriptions	73	-	-	73	103
Insurance	463	-	-	463	461
Repairs	-	-	-	-	35
Publicity	256	-	-	256	-
Computer Costs	269	738	-	1,007	1,384
Printing Publications	950	2,349	-	3,299	-
Stationery, Postage & Photocopying	168	339	-	507	1,583
Advertising	-	-	-	-	-
Volunteer Expenses	-	306	-	306	171
Volunteer Training	-	-	-	-	-
Independent Examination	56	-	-	56	-
PPE etc	-	-	-	-	192
Refreshments	34	-	-	34	-
Room Hire & Cleaning	-	-	-	-	-
	-	-	-	-	-
Sub total	2,337	4,765	-	7,102	8,495
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,337	4,765	-	7,102	8,495
Net of receipts/(payments)	3,420	15,325	-	18,745	26,363
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	16,308	38,066	-	54,374	28,011
Cash funds this year end	19,728	53,391	-	73,119	54,374

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	19,728	53,391	-
	Cash in hand		-	-
		-	-	-
	Total cash funds	19,728	53,391	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	ISBN Reg Nos	-	66	-
	Gift Aid	607	88	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

MINEHEAD MUSEUM

England & Wales - Charity number 1169355

Accounts

Minehead Museum

Report of the Trustees for the year ended 30th November 2021

Introduction

This is the fifth annual report of Minehead Museum as a registered charity (Charitable Incorporated Organisation or CIO). The museum first opened to the public in March 2014.

2020/21 was another challenging year with the museum closed for part of the season in accordance with government guidance. Extensive alterations were made to the front section of the museum to ensure a safe environment for visitors and stewards and to accommodate the new exhibition on Minehead Pier and the installation of a full size Minehead Hobby Horse. The museum re-opened on 20th July with very positive response both in visitor numbers and the response to the new displays. It was also encouraging to see a number of new volunteers amongst the stewards. The year also saw a review of our existing premises and the decision to launch a major fund raising appeal to secure the long term future of the museum.

Reference and Administrative Information

Charity Name: Minehead Museum

Charity registration number: 1169355

Operational address: Minehead Museum, Beach Hotel Complex, The Avenue, Minehead, Somerset TA24 5AP

Registered office: 12 Dene Gardens, Minehead, Somerset TA24 6BU

Honorary Life President

Mr Joseph Passmore J.P.

Trustees

Mr Julian Luke (Chair)

Mrs Janet Styles (Vice-Chair)

Miss Caroline Giddens

Mr Alan Smithers (resigned 19.7.21)

Mrs Heather Yendole

Mrs Susan Lloyd (appointed 19.7.21)

Bankers - Nat West Bank PLC, The Parade, Minehead, Somerset TA24 5NL

Independent Examiner: Mrs J. Armin, Mews End Cottage, Qauy Lane, Minehead TA24 5QU

Management

The trustees were appointed from the management committee of Minehead Museum which was registered as limited by guarantee company in 2013. The original not-for-profit company was created to provide a legal entity to enable the newly formed museum group to open and operate the museum. The original company was wound up with all the assets of the original company transferred to the CIO to ensure continuity of protection of the artefacts in the museum's care. Charity registered 2016.

The trustees are appointed for three years and are eligible for reappointment. At the Annual General Meeting, Mr J. Luke was re-elected Chair and Mrs J. Styles as Vice Chair. In July Mr A. Smithers resigned as a trustee and Mrs S. Lloyd, a previous trustee, was re-appointed to the trustees.

The trustees are responsible for the recruitment of any new trustees, having regard to the skills, knowledge and experience required for the effective management of the CIO. The trustees remain actively involved in the running of the museum with day-to-day management delegated to a management committee which also contains trustees.

The treasurer is a member of the management committee and submits regular accounts to the management committee and trustees.

All the members of the trustees, management committee and museum stewards are unpaid volunteers. It is a tribute to the community support that the museum has continued to plan for the future and develop new displays and publications.

Our Aims and objectives

- 1) to establish, maintain and enhance a museum to promote the history of Minehead, Alcombe and surrounding area for the benefit of the public;
- 2) to increase public awareness, appreciation and understanding of Minehead's historic, cultural and natural heritage through the acquisition, preservation, interpretation and display of a unique collection of items that are particularly relevant to the area.
- (3) to extend, conserve and maintain the items in the museum's collection;
- (4) to encourage and promote research and educational use of museum's collection for the benefit of all sectors of the public.

Review of 2020/21

The museum reopened in July 2021 with a range of new displays, including the feature on Minehead Pier which included an original pier gate and a professionally made scale model of the pier for which grant funding was obtained. A new display gantry was installed allowing the display of a full-size Hobby Horse and some large shop signs. Large pictures donated by Morrisons were also on show for the first time. Visitor numbers were encouraging and the response to the display very positive.

The closed period allowed for a more detailed assessment of our existing premises and the need for adequate screening and signage to ensure a safe visit for visitors and stewards. The re-opening was delayed beyond the government suggested date in May as the trustees considered that the premises lacked the necessary circulation space or ventilation in the inner room.

The digitisation of the photographic archive continues and an important addition to the collection has been the a collection of photographs and negatives from the Minehead professional photographer Blackmore.

The new website was launched this year along with a new Facebook page. Articles on the museum continue to appear regularly in the press and online.

The Friends of the Museum membership has declined this year with no talks, trips or quizzes due to Covid restrictions.

The publications programme continued with two new titles published in 2021 with further titles in preparation for publication in 2022.

The museum continues to prove its worth both for maintaining local heritage and culture and the trustees remain committed to the further growth of the museum.

Finance

The trustees remain committed to free entry to the museum to make the displays accessible to all. The visitors; donations for the part season were encouraging and there is every indication that visitor numbers and donations will return to pre-Covid levels in the coming year.

It has always been the stated aim of the trustees to secure a long-term home for the museum collection. In September the trustees reviewed the existing and future demands on our existing premises. The building is already at capacity for both displays and storage and without long term security of tenure the museum will not be able to attain National Accreditation. Existing reserves are not sufficient to purchase new premises and with this in view the decision to launch a Premise Appeal was made. The response in the few weeks that fell in this financial year, was very encouraging, with donations to the appeal exceeding £20,000. The intention is to raise sufficient funds to achieve matched funding from grant making bodies to secure new long term premises. The trustees recognise that although there are suitable premise on the market at present the timescale for purchase may mean that the museum will have to look elsewhere. The appeal funds will be ring-fenced for the securing of new premises only and will not be used for the running costs of the museum for which existing provision is made. The trustees remain committed to ensuring the financial stability of the museum and with this in view have appointed Jean Armin as external examiner of the accounts..

The trustees are aware that growth has been rapid since the museum opened in 2014. The museum has emerged from over a years closure to the public to have a very successful season and we look forward to further developing the museum as a major asset to the town, in helping with economic regeneration as an attrition for heritage tourism and community involvement, through volunteering and educational visits.

Julian Luke, Chair of Trustees 24.1.2022

4th January 2022

Ref. Minehead Museum
c/o Tim Hedgecock, Treasurer

Dear Tim

The books presented to me are from December 2020 to November 2021.

The annual income of Minehead Museum this year is over £25,000 and your Trustees require an Independent Examination of your accounts. Your

organisation is entitled to exemption under section 144 of the Charities Act 2011 to have its financial statements for year ended 31 March 2021 audited.

My Independent Examination included a review of the accounting records kept by the Museum and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts which may have required explanations from the Managing Trustees concerning any such matters.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention which give me reasonable cause to believe that the requirements to keep accounting records and to prepare accounts have not been met.

The contents of this letter and summary should be made available to your Trustees' meeting.

Please note that an Independent Examination is no substitute for ongoing effective procedures to minimise / prevent losses due to error or corruption.

Yours sincerely,
Mrs Jean Armin MICB

**Mrs Jean Armin MEWS END COTTAGE QUAY LANE
SOMERSET TA24 5QU**

arm1n_admin@btinternet.com 01643 703597



Practice Licence Number 10366



Receipts and payments accounts

For the period from	Period start date 01/12/2020	To	Period end date 30/11/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	500	10,100	-	10,600	11,897
Friends Subscriptions & Donations	1,735	20,267	-	22,002	3,109
Door	1,243	-	-	1,243	36
Book Sales & Commission	575	-	-	575	76
Talks	-	-	-	-	20
Quizzes & Raffles	-	-	-	-	308
Gift Aid	280	158	-	438	1,402
Sub total (Gross income for AR)	4,333	30,525	-	34,858	16,848
A2 Asset and investment sales, (see table).					
Sub total	-	-	-	-	-
Total receipts	4,333	30,525	-	34,858	16,848
A3 Payments					
Artefacts & Displays	-	3,120	-	3,120	3,268
Archiving/ Conservation	20	767	-	787	328
Displays Cabinets etc	-	-	-	-	606
Other Display Materials	520	139	-	659	663
Subscriptions	103	-	-	103	62
Insurance	461	-	-	461	494
Repairs	35	-	-	35	20
Publicity	-	-	-	-	429
Computer Costs	423	961	-	1,384	1,428
Stationery, Postage & Photocopying	218	1,365	-	1,583	558
Advertising	-	-	-	-	40
Volunteer Expenses	-	171	-	171	251
Volunteer Training	-	-	-	-	224
PPE etc	192	-	-	192	76
Refreshments	-	-	-	-	83
Room Hire & Cleaning	-	-	-	-	38
Sub total	1,972	6,523	-	8,495	8,568
A4 Asset and investment purchases, (see table)					
Sub total	-	-	-	-	-
Total payments	1,972	6,523	-	8,495	8,568
Net of receipts/(payments)	2,361	24,002	-	26,363	8,280
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	13,947	14,064	-	28,011	19,731
Cash funds this year end	16,308	38,066	-	54,374	28,011

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	16,308	38,066	-
	Cash in hand		-	-
		-	-	-
	Total cash funds	16,308	38,066	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

4th January 2022

**Mrs Jean Armin
MEWS END COTTAGE
QUAY LANE
SOMERSET TA24 5QU**

arm1n_admin@btinternet.com

01643 703597

Ref. Minehead Museum
c/o Tim Hedgecock, Treasurer

Dear Tim

The books presented to me are from December 2020 to November 2021.

The annual income of Minehead Museum this year is over £25,000 and your Trustees require an Independent Examination of your accounts. Your organisation is entitled to exemption under section 144 of the Charities Act 2011 to have its financial statements for year ended 31 March 2021 audited.

My Independent Examination included a review of the accounting records kept by the Museum and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts which may have required explanations from the Managing Trustees concerning any such matters.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention which give me reasonable cause to believe that the requirements to keep accounting records and to prepare accounts have not been met.

The contents of this letter and summary should be made available to your Trustees' meeting.

Please note that an Independent Examination is no substitute for ongoing effective procedures to minimise / prevent losses due to error or corruption.

Yours sincerely,

Mrs Jean Armin MICB



Practice Licence Number 10366