

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
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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
	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		