



Trustees' Annual Report for the period

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

Section A Reference and administration details

Charity name

Tenby Museum & Art Gallery

Other names charity is known by

Registered charity number (if any) 1169435

Charity's principal address

Castle Hill

TENBY

Dyfed

Postcode

SA70 7BP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr. Charles John Michael Brew	Vice Chair		Tenby Museum Trustees
2	Christopher John Delaney			Tenby Museum Trustees
3	Andrew Evans			Tenby Museum Trustees
4	Nicole Evans			Tenby Museum Trustees
5	Trevor Hallett			Nominated by Tenby Town Council
6	David John Palmer Morgan		1/1/20 to 28/2/20	Tenby Museum Trustees
7	Philip Graham Oliver		1/5/20 to 31/12/20	Tenby Museum Trustees
8	Phil Okwedy		1/6/20 to 31/12/20	Tenby Museum Trustees
9	Paul Rapi			Nominated by Pembrokeshire County Council
10	John Ross			Tenby Museum Trustees
11	Dr. Kathy Talbot			Tenby Museum Trustees
12	Neil Alan Bradley Westerman	Secretary		Tenby Museum Trustees
13	Michael Williams	Chair		Tenby Museum Trustees
14	Phillip J Williams		1/1/20 to 20/5/20	Tenby Museum Trustees
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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Mark Lewis, Curator

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by existing trustees except for one trustee nominated by Pembrokeshire County Council and one by Tenby Town Council.

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.

Newly appointed Trustees are provided with a copy of the museums governing document, the annual financial report and the current monthly financial report.

The museum is a member of Tenby Chamber of Trade and Tourism, Pembrokeshire Museums Association, the Association of Independent Museums (AIM) and the Federation of Museums and Art Galleries of Wales.

The museum has agreed a service level agreement with Pembrokeshire County Council and an agreement with the Pembrokeshire Coast National Park Authority.

The museum is fully accredited by MALD and ACE number 1241, and has a wide range of policies including a disaster plan and a data protection plan. All museum policies are agreed by the trustees and are reviewed annually.

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

The object of the Charitable Incorporated Organisation is to promote the education of the public by the provision of a museum to collect, document, preserve, exhibit and interpret material evidence and associated information predominantly of local interest.

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 primary purpose of the charity is the provision of a museum and art gallery, namely Tenby Museum & Art Gallery, and by so doing educate the general public on the local prehistory and history of the area and the people and personalities connected with the town of Tenby.

To further this aim the museum admits accompanied children free of all charges.

The museum is a signatory of the 'Kids in Museums' charter and endeavours to make a visit both educational and fun. To this end the museum has hands-on interactive materials as well as dressing up opportunities and displays targeted at children including a pirates cell. A number of educational trails and activity sheets are available free of charge. Comments in our visitors book include "Children loved all the interactive stuff, enjoyable and interesting"; "Informative yet fun"; "Lots of information in a small space and well displayed"; "Best museum in Wales, really fascinating" and "It's a wonderful museum and we've learned much about Tenby. Excellent for kids".

The museum is fully accredited by MALD (Welsh Government).

A new exhibition, 'Forged in Wales: Five Welsh Actors', was opened by Dr. Eva Griffith, daughter of Kenneth Griffith in January 2020. The exhibition celebrates the life and work of five Welsh actors including Kenneth Griffith who was born in Tenby.

An art exhibition by the VC Gallery (Haverfordwest) entitled 'The Power of Pembrokeshire' was opened in January.

Following the temporary closure of the museum in March due to the Corona virus Covid 19 the museum's Curator, Mark Lewis, has undertaken a daily facebook post on gems from the collection, featuring images and stories based around museum objects. The posts continued until the end of the year.

The curator also worked on the Museum of Memories Project, Black Lives Matter – The dark side of Pembrokeshire, and on various podcasts including one on the artist, Augustus John, who was born in Tenby. A joint project with Artisan Avenue created two short films based around the art works from Penally Camp, which have been made available on Twitter and Facebook.

All trustees have been informed about the public benefit guidance issued by the Charity Commission and where to find detailed information (gov.uk – charity commission).

Additional details of objectives and activities (Optional information)

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

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

The contribution made by volunteers to the successful operation of the museum is a significant one. The museum relies heavily on a dedicated band of volunteers without whom the museum's activities would be considerably curtailed. Front of house volunteers work on the reception and in the gift shop. Behind the scenes volunteers work on cataloguing, indexing, library duties, historical research and family history research. Volunteers assist with educational activities including art workshops for children, guided walks and organising a range of popular talks on local history and art for adults.

The museum welcomes volunteers with a wide range of skills and abilities. The museum has hosted volunteers who are registered disabled and volunteers with mental health issues. Work experience placements for school children and students are provided. Volunteering at the museum is both fun and educational. Many of our volunteers have been taught new skills by both museum staff and by attending training courses

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Due to Corona virus Covid 19 the museum was forced to close its doors to the public from March 2020. The trustees took the decision to remain closed for the rest of the year. This decision was based on the knowledge that most of the museums volunteers are aged over 60 and would therefore be unlikely to continue volunteering at the museum due to the serious risk to their health. Several volunteers and staff were in high risk groups and would be shielding. Without volunteers it is not possible for the museum to remain open seven days a week. In addition the layout of the internal spaces within the museum makes it difficult to maintain social distancing.

Whilst visitors have not been able to physically access the museum and art gallery during this period the curator has developed and become involved with a number of virtual/ online initiatives including the museum of memories and museum from home projects. The latter project involves sharing on facebook everyday objects from the collections and asking people to share their memories of these objects. This has generated engagement with a range of people and positive interest from people wanting to visit when the museum and art gallery reopens.

Section E Financial review

Brief statement of the charity's policy on reserves

Reserves are held to meet contingencies and risks and to ensure the charity can meet payments due during the winter period when income is considerably reduced. This year the museum has drawn upon its reserves to remain financially sound during the Corona Virus Covid 19 epidemic and resultant temporary closure of the museum to the public.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

Primary source of funding is admission charges to the museum. This is complimented by secondary spend in the gift shop. In addition a number of art sales exhibitions are held each year generating additional funds. A local non incorporated membership organisation called the Friends Of Tenby Museum & Art Gallery provides financial support for specific projects. The charity also applies for grants from a number of different bodies including the Association of Independent Museums and PLANED. Pembrokeshire County Council provides a grant of £1000 pounds per annum. The charity operates the Gift Aid scheme.

The charities income from admissions and sales has been markedly reduced this year due to the museum being closing from March. However the museum was able to claim several Welsh government Covid 19 grants and make use of the UK governments furlough scheme.

Section F Other optional information

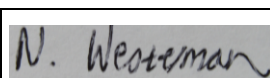
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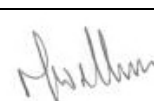
Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)





Full name(s)

Neil Alan Bradley Westerman

Michael Williams

Position (eg Secretary, Chair, etc)

Secretary

Chair

Date

1 May 2021



The Charity Registration Number is :- 1169435

Tenby Museum and Art Gallery

Report and Accounts

31st December 2020

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

The Trustees present their Report and Accounts for the year ended 31 December 2020.

Reference and administrative details

The charity name.

The legal name of the charity is:- Tenby Museum and Art Gallery

The charity is also known by its operating name, Tenby Museum and Art Gallery.

The charity's areas operation and UK charitable registration.

The charity is registered in England & Wales with the Charity Commission in England & Wales (CCEW) with charity number 1169435.

The charity does not operate in any overseas jurisdictions.

Legal structure of the charity

The charity is constituted as an unincorporated charity, established by a written constitution. The governing document of the charity is the written constitution approved by the members and endorsed by the Charity Commission in England & Wales (CCEW) .

There are no restrictions in the governing documents on the operation of the Charity or on its investment powers other than those imposed by Charity Law.

The trustees are all individuals.

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

The principal operating address, telephone number, email and web addresses of the charity are:-

Tenby Museum
Castle Hill, Tenby
Pembrokeshire, SA70 7BP

The Trustees in office on the date the report was approved were:-

Dr. Charles John Michael Brew
Christopher John Delaney
Andrew Evans
Nicole Evans
Trevor Hallett
Paul Rapi
John Ross
Dr Kathy Talbot
Neil Alan Bradley Westerman (Secretary)
Michael Williams (Chair)
Dr Phillip Oliver
Phil Okwedy

The following persons served as Trustees during the year ended 31 December 2020 :-

The trustees who served as a trustee in the reporting period, and, if applicable, their dates of appointment or resignation during the year were:-.

Name	Resigned	Appointed
David John Parmer Morgan	28/02/2020	
Phillip J Williams	22/05/2020	
Dr Phillip Oliver		22/05/2020
Phil Okwedy		12/06/2020

Objects and activities of the charity

The purposes of the charity as set out in its governing document.

The objective of the Charitable Incorporated Organisation is to promote the education of the public by the provision of a museum to collect, document, preserve, exhibit and interpret material evidence and associated information predominantly of local interest.

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

The main activities undertaken during the year to further the charity's purpose for the public benefit.

The primary purpose of the charity is the provision of a museum and art gallery, namely Tenby Museum & Art Gallery, and by so doing educate the general public on the local prehistory and history of the area and the people and personalities connected with the town of Tenby.

To further this aim the museum admits accompanied children free of all charges.

The museum is a signatory of the 'Kids in Museums' charter and endeavours to make a visit both educational and fun. To this end the museum has hands-on interactive materials as well as dressing up opportunities and displays targeted at children including a pirates cell. A number of educational trails and activity sheets are available free of charge. Comments in our visitors book include "Children loved all the interactive stuff, enjoyable and interesting"; "Informative yet fun"; "Lots of information in a small space and well displayed"; "Best museum in Wales, really fascinating" and "It's a wonderful museum and we've learned much about Tenby. Excellent for kids".

The museum is fully accredited by MALD (Welsh Government).

The main achievements and performance of the charity during the year

A new exhibition, 'Forged in Wales: Five Welsh Actors', was opened by Dr. Eva Griffith, daughter of Kenneth Griffith in January 2020. The exhibition celebrates the life and work of five Welsh actors including Kenneth Griffith who was born in Tenby.

An art exhibition by the VC Gallery (Haverfordwest) entitled 'The Power of Pembrokeshire' was opened in January.

Following the temporary closure of the museum in March due to the Corona virus Covid 19 the museum's Curator, Mark Lewis, has undertaken a daily facebook post on gems from the collection, featuring images and stories based around museum objects. The posts continued until the end of the year.

The curator also worked on the Museum of Memories Project, Black Lives Matter – The dark side of Pembrokeshire, and on various podcasts including one on the artist, Augustus John, who was born in Tenby. A joint project with Artisan Avenue created two short films based around the art works from Penally Camp, which have been made available on Twitter and Facebook.

All trustees have been informed about the public benefit guidance issued by the Charity Commission and where to find detailed information (gov.uk – charity commission).

The contribution made by volunteers to the successful operation of the museum is a significant one. The museum relies heavily on a dedicated band of volunteers without whom the museum's activities would be considerably curtailed. Front of house volunteers work on the reception and in the gift shop. Behind the scenes volunteers work on cataloguing, indexing, library duties, historical research and family history research. Volunteers assist with educational activities including art workshops for children, guided walks and organising a range of popular talks on local history and art for adults.

The museum welcomes volunteers with a wide range of skills and abilities. The museum has hosted volunteers who are registered disabled and volunteers with mental health issues. Work experience placements for school children and students are provided. Volunteering at the museum is both fun and educational. Many of our volunteers have been taught new skills by both museum staff and by attending training courses

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees

Newly appointed Trustees are provided with a copy of the museums governing document, the annual financial report and the current monthly financial report.

The museum is a member of Tenby Chamber of Trade and Tourism, Pembrokeshire Museums Association, the Association of Independent Museums (AIM) and the Federation of Museums and Art Galleries of Wales.

The museum has agreed a service level agreement with Pembrokeshire County Council and an agreement with the Pembrokeshire Coast National Park Authority.

The museum is fully accredited by MALD and ACE number 1241, and has a wide range of policies including a disaster plan and a data protection plan. All museum policies are agreed by the trustees and are reviewed annually.

Financial review

The charity's financial position at the end of the year ended 31 December 2020

The financial position of the charity at 31 December 2020 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:-

	2020	2019
	£	£
Net income	54,718	(6,501)
Called up share capital	-	-
Share premium account	-	-
Unrestricted Revenue Funds available for the general purposes of the charity	185,619	126,133
Unrestricted revaluation reserve	-	-
Designated Revenue Funds	-	-
Designated Fixed Asset Funds	-	-
Total Unrestricted Funds	185,619	126,133
Restricted Revenue Funds	6,298	11,065
Restricted Fixed Asset Funds	-	-
Restricted revaluation reserve	-	-
Total Restricted Funds	6,298	11,065
Total Funds	191,917	137,198

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

Financial review of the position at the reporting date, 31 December 2020

Primary source of funding is admission charges to the museum. This is complimented by secondary spend in the gift shop. In addition a number of art sales exhibitions are held each year generating additional funds. A local non incorporated membership organisation called the Friends Of Tenby Museum & Art Gallery provides financial support for specific projects. The charity also applies for grants from a number of different bodies including the Association of Independent Museums and PLANED. Pembrokeshire County Council provides a grant of £1000 pounds per annum. The charity operates the Gift Aid schem. In particular for 2020, main income was government grant income concerning maintaining the Museum itself due to closure from Covid.

Policies on reserves.

Reserves are held to meet contingencies and risks and to ensure the charity can meet payments due during the winter period when income is considerably reduced.

Availability and adequacy of assets of each of the funds

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

Details of The Independent Examiner

Jamie James-Goddard

Member of Institute of Chartered Accountants in England & Wales

Lewis Ballard BBB Ltd
County Chambers, Warren Street
Tenby
Pembrokeshire
SA70 7JS

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

Statement of the Directors Trustees' Responsibilities

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Companies Act 2006, the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. Notwithstanding the explicit requirement in the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008, to prepare the financial statements in accordance with the SORP 2005, in view of the fact that the SORP 2005 has been withdrawn, the Trustees determined to interpret this responsibility as requiring them to follow current best practice and prepare the accounts according to the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), .

In particular, the Companies Act 2006 and charity law require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The law requires that the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the year.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.


The Trustees are also responsible for the contents of the Trustees' report, and the statutory responsibility of the Independent Examiner in relation to the Trustees' report is limited to examining the report and ensuring that on the face of the report, there are no material inconsistencies with the figures disclosed in the financial statements.

Tenby Museum and Art Gallery

Trustees' Annual Report for the year ended 31 December 2020

This report was approved by the board of trustees on 31 May 2021.

Neil Alan Bradley Westerman
Secretary



Michael Williams
Chair

Tenby Museum and Art Gallery

Report of the Independent Examiner to the Trustees of the charity on the accounts for the year ended 31 December 2020

I report to the Trustees on my examination of the financial statements of the charity on pages 12 to 20 for the year ended 31 December 2020 which have been prepared in accordance with the Charities Act 2011 (the Act) and with the Financial Reporting Standard 102, (effective 1st January 2016) adapted to meet the needs of unincorporated organisations, as modified by FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW), and under the historical cost convention and the accounting policies set out on page 19.

Respective responsibilities of the Trustees and the Independent Examiner and the basis of the report

As described on page 9, you, the charity's Trustees, are responsible for the preparation of the financial statements in accordance with the Charities Act 2011 and all other applicable law and with United Kingdom Generally Accepted Accounting Practice, applicable to smaller entities, and for being satisfied that the financial statements give a true and fair view.

The Trustees consider that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the Governing Document for the conducting of an audit. As a consequence, the Trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the financial statements are not required to be audited under any legal provision, or otherwise, and are eligible for independent examination, it is my responsibility to:-

- a) examine the financial statements of the charity under Section 145 of the Act;
- b) follow the applicable procedures in the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Basis of Independent Examiner's Statement and scope of work undertaken

I report in respect of my examination of the charity's financial statements carried out under s145 of the Act. In carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act setting out the duties of an independent examiner in relation to the conducting of an independent examination. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you, as Trustees, concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of charity legislation and that, on a test basis of evidence relevant to the amounts and disclosures made, the financial statements comply with the SORP.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the Trustees in the course of the examination is not subjected to audit tests or enquiries and does not cover all the matters that an auditor would consider in arriving at an opinion. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide

Consequently, I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtained written assurances from the Trustees of all material matters.

Independent Examiner's Statement, Report and Opinion

Subject to the limitations upon the scope of my work as detailed above, I have completed my examination: and can confirm that:-

Tenby Museum and Art Gallery

This is a report in respect of an examination carried out under 145 of the Act and in accordance with Directions given by the Charity Commission under section 145(5)(b) of the Act which may be applicable;

and that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:-

accounting records were not kept in respect of the charity as required by with Section 130 of The Charities Act 2011;

the financial statements do not accord with those records; or

the financial statements do 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 requirement that the accounts give a 'true and fair' view, which is not a matter considered as part of an independent examination;

have not been prepared in accordance with the methods and principles set out in the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached

Signed:-

Jamie James-Goddard - Independent Examiner

Institute of Chartered Accountants in England & Wales

Lewis Ballard BBB Ltd
County Chambers, Warren Street
Tenby
Pembrokeshire
SA70 7JS

This report was signed on 31 May 2021

Tenby Museum and Art Gallery - Statement of Financial Activities for the year ended 31 December 2020

Statement of Financial Activities for the year ended 31 December 2020

	SORP Ref	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2020 £	2020 £	2020 £	2019 £
Income & Endowments from:					
Donations & Legacies	A1	138,973	-	138,973	54,023
Charitable activities	A2	3,074	-	3,074	32,010
Other trading activities	A3	2,527	-	2,527	20,860
Investments	A4	211	-	211	324
Total income	A	144,785	-	144,785	107,217
Expenditure on:					
Raising funds	B1	274	-	274	6,973
Charitable activities	B2	85,026	4,767	89,793	106,745
Total expenditure	B	85,300	4,767	90,067	113,718
Net income for the year		59,485	(4,767)	54,718	(6,501)
Net income after transfers	A-B-C	59,485	(4,767)	54,718	(6,501)
Net movement in funds		59,485	(4,767)	54,718	(6,501)
Reconciliation of funds:-	E				
Total funds brought forward		126,133	11,065	137,198	143,699
Total funds carried forward		185,618	6,298	191,916	137,198

The 'SORP Ref' indicated above is the classification of income set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.

All activities derive from continuing operations

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum and Art Gallery - Statement of Financial Activities for the year ended 31 December 2020

Tenby Museum and Art Gallery - Analysis of prior year total funds, as required by paragraph 4.2 of the SORP

	SORP Ref	Prior Year Unrestricted Funds 2019 £	Prior Year Restricted Funds 2019 £	Prior Year Total Funds 2019 £
Income & Endowments from:				
Donations & Legacies	A1	54,023	-	54,023
Charitable activities	A2	32,010	-	32,010
Other trading activities	A3	20,860	-	20,860
Investments	A4	324	-	324
Total income	A	<u>107,217</u>	<u>-</u>	<u>107,217</u>
Expenditure on:				
Raising funds	B1	6,973	-	6,973
Charitable activities	B2	104,226	2,519	106,745
Total expenditure	B	<u>111,199</u>	<u>2,519</u>	<u>113,718</u>
Net income for the year		(3,982)	(2,519)	(6,501)
Transfers between funds	C	-	-	-
Net income after transfers		<u>(3,982)</u>	<u>(2,519)</u>	<u>(6,501)</u>
Reconciliation of funds:-				
Total funds brought forward	E	130,115	13,584	143,699
Total funds carried forward		<u>126,133</u>	<u>11,065</u>	<u>137,198</u>

All activities derive from continuing operations

A separate Statement of Total Recognised Gains and Losses is not required as this statement includes all recognised gains and losses.'

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum and Art Gallery - Statement of Financial Activities for the year ended 31 December 2020

Tenby Museum and Art Gallery - Resources applied in the year ended 31 December 2020 towards fixed assets for Charity use:-

	2020 £	2019 £
Funds generated in the year as detailed in the SOFA	54,718	(6,501)
Resources applied on functional fixed assets	(2,437)	-
Investment in programme or social related investments	-	-
Resources applied on Intangible assets	-	-
Resources applied on Heritage assets	-	-
Other applications of funds	-	-
Net resources available to fund charitable activities	52,281	(6,501)

The resources applied on fixed assets for charity use represents the cost of additions less proceeds of any disposals.

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum and Art Gallery - Statement of Financial Activities for the year ended 31 December 2020

Movements in revenue and capital funds for the year ended 31 December 2020

Revenue accumulated funds

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Last year Total Funds 2019 £
Accumulated funds brought forward	126,133	11,065	137,198	143,699
Recognised gains and losses before transfers	59,485	(4,767)	54,718	(6,501)
	185,618	6,298	191,916	137,198
Closing revenue funds	185,618	6,298	191,916	137,198

Summary of funds

	Unrestricted and Designated funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Last Year Total Funds 2019 £
Revenue accumulated funds	185,618	6,298	191,916	137,198
Total funds	185,618	6,298	191,916	137,198

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum and Art Gallery - Statement of Financial Activities for the year ended 31 December 2020

**Tenby Museum and Art Gallery
Income and Expenditure Account for the year ended 31 December 2020 as required by the Companies Act 2006**

	2020 £	2019 £
Income		
Income from operations	144,416	103,730
Refunds from HMRC on gift aided donations	158	3,163
Investment income		
Interest receivable	211	324
Gross income in the year before exceptional items	144,785	107,217
Gross income in the year including exceptional items	144,785	107,217
Expenditure		
Charitable expenditure, excluding depreciation and amortisation	82,458	102,440
Depreciation and amortisation	6,825	3,927
Fundraising costs	274	6,973
Governance costs	510	378
Total expenditure in the year	90,067	113,718
Net income before tax in the financial year	54,718	(6,501)
Tax on surplus on ordinary activities	-	-
Net income after tax in the financial year	54,718	(6,501)
Retained surplus for the financial year	54,718	(6,501)
All activities derive from continuing operations		

In accordance with the provisions of the Companies Act 2006, the headings and subheadings used in the Income and Expenditure account have been adapted to reflect the special nature of the charity's activities.

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum and Art Gallery - Balance Sheet as at 31 December 2020

	SORP		2020	2019
	Note	Ref	£	£
Fixed assets	A			
Tangible assets	10	A2	3,484	7,872
Current assets	B			
Stocks		B1	4,134	2,551
Debtors	12	B2	29	-
Investments held as current assets	13	B3	27,033	27,033
Cash at bank and in hand		B4	159,212	102,611
Total current assets			<u>190,408</u>	<u>132,195</u>
Creditors: amounts falling due within one year	14	C1	<u>(1,974)</u>	<u>(2,868)</u>
Net current assets			188,434	129,327
The total net assets of the charity			<u>191,918</u>	<u>137,199</u>

The total net assets of the charity are funded by the funds of the charity, as follows:-

Restricted funds				
Restricted Revenue Funds	21	D2	6,298	11,065
			6,298	11,065
Unrestricted Funds				
Unrestricted Revenue Funds	21	D3	185,618	126,133
			185,618	126,133
Designated Funds				
Total charity funds			<u>191,916</u>	<u>137,198</u>

The 'SORP Ref' indicated above is the classification of Balance Sheet items as set out in the formal SORP documents. As required by paragraph 4.60 of the SORP, the brought forward and carried forward funds above have been agreed to the SOFA..

Tenby Museum and Art Gallery - Balance Sheet as at 31 December 2020

The Trustees acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

The charity is subject to Independent Examination under charity legislation, and the report of the Independent Examiner is on page 11.

The Trustees are satisfied that, although the charity is not registered under the Companies Acts, if it were so registered, it would be eligible to prepare accounts in accordance with the provisions in Part 15 of the Companies Act 2006. applicable to companies subject to the small companies regime.

Neil Alan Bradley Westerman
Secretary



Michael Williams
Chair

Approved by the board of trustees on 31 May 2021

The notes attached on pages 19 to 20 form an integral part of these accounts.

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

1 Accounting policies

Policies relating to the production of the accounts.

Basis of preparation and accounting convention

The accounts have been prepared on the accruals basis, under the historical cost convention, and in accordance with the Financial Reporting Standard 102, (effective 1st January 2016) and 'FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), published by the Charity Commission in England & Wales (CCEW), effective January 2016, and in accordance with all applicable law in the charity's jurisdiction of registration, except that the charity has prepared the financial statements in accordance with the FRS 102 SORP (Statement of Recommended Practice for Accounting and Reporting by Charities) 2015, (as amended by the Bulletin issued in October 2018 and applicable to all accounting periods beginning on or after 1st January 2019), (The SORP), in preference to the previous SORP, the SORP 2005, which has been withdrawn, notwithstanding the fact that the extant statutory regulations, the Charities (Accounts and Reports) Regulations 2008 refer explicitly to the SORP 2005. This has been done to accord with current best practice.

Going Concern

The charitable activities are entirely dependent on continuing grant aid and voluntary donations as well as trading revenues. As a consequence, the going concern basis is dependent on the future flow of these uncertain funding streams. Accordingly, the Trustees have obtained forecasts and, after reviewing the financial forecasts the Trustees are satisfied that, at the time of approving the financial statements, it is appropriate to adopt the going concern basis in preparing the financial statements. Other than these matters, the Trustees are not aware of any material uncertainties about the charity's ability to continue as a going concern.

Risks and future assumptions

The charity is a public benefit entity.

Policies relating to categories of income and income recognition.

Nature of income

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Categories of Income

Income is categorised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income.

Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser.

Income from a non-exchange transaction is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income recognition

Income, whether from exchange or non exchange transactions, is recognised in the statement of financial activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Dividends are accrued when the shareholder's right to receive payment is established.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

Membership subscriptions

The income and any associated Gift Aid or other tax refund from a membership subscription received by the charity in the nature of a gift, is accounted for on the same basis as a donation.

The income from a membership subscription received by the charity where the subscription purchases the right to services or benefits is recognised as income from charitable activities.

Policies relating to expenditure on goods and services provided to the charity.

Recognition of liabilities and expenditure

A liability, and the related expenditure, is recognised when a legal or constructive obligation exists as a result of a past event, and when it is more likely than not that a transfer of economic benefits will be required in settlement, and when the amount of the obligation can be measured or reliably estimated..

Liabilities arising from future funding commitments and constructive obligations, including performance related grants, where the timing or the amount of the future expenditure required to settle the obligation are uncertain, give rise to a provision in the accounts, which is reviewed at the accounting year end. The provision is increased to reflect any increases in liabilities, and is decreased by the utilisation of any provision within the period, and reversed if any provision is no longer required. These movements are charged or credited to the respective funds and activities to which the provision relates.

Allocating costs to activities

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied, and proportionate to the circumstances, is :-

Staffing - on the basis of time spent in connection with any particular activity.

Staffing - on a per capita basis, based on the number of people employed within any particular activity.

Premises related costs - on the proportion of floor area occupied by a particular activity.

Non specific support costs - on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures

Estimation techniques used in apportioning costs - give details

Volunteers

In accordance with the SORP, and in recognition of the difficulties in placing a monetary value on the contribution from volunteers, the contribution of volunteers is not included within the income of the charity.

However, the trustees value the significant contribution made to the activities of the charity by unpaid volunteers and this is described more fully in Note 15.

Policies relating to assets, liabilities and provisions and other matters.

Tangible fixed assets

Tangible fixed assets are measured at their original cost value, or subsequent revaluation, or if donated, as described above. Cost value includes all costs expended in bringing the asset into its intended working condition.

Depreciation has been provided at the following rates in order to write off the assets to their anticipated residual value over their estimated useful lives.

Leasehold premises	5 % straight line
Plant and machinery	10% - 20 % straight line
Office equipment	20 % reducing balance

A regular annual review of the likelihood of asset impairment is undertaken.

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

Stocks and work in progress

Stock is valued at the lower of cost and net realisable value.

Debtors

Debtors are measured at their recoverable amounts at the balance sheet date.

Financial instruments including cash and bank balances

Cash held by the charity is included at the amount actually held and counted at the year end. Bank balances, whether in credit or overdrawn, are shown at the amounts properly reconciled to the bank statements.

Pensions - defined contribution schemes

The charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

There are no endowment funds.

2 Liability to taxation

The Trustees consider that the charity satisfies the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by chapter 3 part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively on the specific charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

3 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

4 Significance of financial instruments to the charity's position

The charity is not reliant on the financial instruments it invests with and has sufficient cash reserves to fund operating activities.

5 Net surplus before tax in the financial year

2020	2019
£	£

The net surplus before tax in the financial year is stated after charging:-

Depreciation of owned fixed assets	6,825	3,927
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6 Salary costs and emoluments

2020	2019
£	£

Gross Salaries excluding trustees and key management personnel	51,666	54,587
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Total salaries, wages and related costs	51,666	54,587
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Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

<i>Numbers of full time employees or full time equivalents</i>	2020	2019
The average number of total staff employed in the year was		-
The average number of part time staff employed in the year was	7	7
The average number of full time staff employed in the year was	1	1
The estimated full time equivalent number of all staff employed in the year was	3	3
<i>The estimated equivalent number of full time staff deployed in different activities in the year was:-</i>		
Engaged on charitable activities	2	2
Engaged on management and administration	1	1
<i>The estimated full time equivalent number of all staff employed as above</i>	<u>3</u>	<u>3</u>

Neither the trustees nor any persons connected with them have received any remuneration from the charity or any related entity, either in the current or prior year.

7 Defined contribution pension schemes

Any liabilities and assets associated with the scheme are shown under debtors and creditors.

8 Remuneration and payments to Trustees and persons connected with them

No trustees or persons connected with them received any remuneration from the charity, or any related entity.

9 Heritage assets not included in the accounts

The Museum also owns a considerable number of heritage assets which have been excluded from the balance sheet as reliable cost information or valuations are not available. These include exhibits, works of art and historic records. The purchase of such assets by the Accession Fund are written off as incurred and are not capitalised.

10 Tangible fixed assets

<i>Current Year</i>	Leasehold improvements	Plant & Machinery	Office equipment	Total
	£	£	£	£
Cost				
At 1 January 2020	20,339	164,617	-	184,956
Additions	-	-	2,437	2,437
At 31 December 2020	<u>20,339</u>	<u>164,617</u>	<u>2,437</u>	<u>187,393</u>
Depreciation				
At 1 January 2020	18,210	158,874	-	177,084
Charge for the year	1,017	5,507	301	6,825
At 31 December 2020	<u>19,227</u>	<u>164,381</u>	<u>301</u>	<u>183,909</u>
Net book value				
At 31 December 2020	<u>1,112</u>	<u>236</u>	<u>2,136</u>	<u>3,484</u>
At 31 December 2019	<u>2,129</u>	<u>5,743</u>	<u>-</u>	<u>7,872</u>

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

11 Stocks & Work in Progress	2020 £	2019 £
Stocks before write downs	4,134	2,551
	<u>4,134</u>	<u>2,551</u>

	<i>Work in Progress</i>		<i>Stocks</i>	
	2020	2019	2020	2019
<i>Activity</i>	£	£	£	£
Fundraising activities	-	-	4,134	2,551
	<u>-</u>	<u>-</u>	<u>4,134</u>	<u>2,551</u>

12 Debtors	2020 £	2019 £
Prepayments and accrued income	29	-
	<u>29</u>	<u>-</u>

13 Investments held as current assets at market value at 31 December 2019	2020 £	2019 £
Other investments	<u>27,033</u>	<u>27,033</u>

14 Creditors: amounts falling due within one year	2019 £	2018 £
Trade creditors	1,053	2,098
Accruals	540	378
PAYE, NIC VAT and other taxes	381	392
	<u>1,974</u>	<u>2,868</u>

15 Loans to trustees included in debtors

There were no loans in the reporting period or the preceding period

16 Guarantees made by the charity on behalf of trustees

The were no guarantees made in the period or the preceeding period.

17 Income and Expenditure account summary	2020 £	2019 £
At 1 January 2020	137,198	143,699
Transfers in for the year	-	-
Prior year adjustments	-	-
At 1 January 2020	<u>137,198</u>	<u>143,699</u>
Surplus after tax for the year	54,718	(6,501)
Gift Aid donations made	-	-
At 31 December 2020	<u>191,916</u>	<u>137,198</u>

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

18 Post balance sheet events

Following the date of these accounts a global pandemic caused by COVID-19 caused a continued UK Wide Lockdown, closure of the Museum and it having to cease many of its charitable events. The Museum closed as of March 2020 and has closed to date. As such typical revenues from admissions and shop income were halted, but offset from various government including the Job Retention Scheme to pay staff. As at the date of signing the accounts, the situation is still on-going in the financial effect of this is currently unknown.

19 Related party transactions

There were no related party transactions to report within the year.

20 Particulars of how particular funds are represented by assets and liabilities

At 31 December 2020	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	3,484	-	-	3,484
Current Assets	184,110	-	6,298	190,408
Current Liabilities	(1,974)	-	-	(1,974)
	185,620	-	6,298	191,918

At 1 January 2020	Unrestricted funds £	Designated funds £	Restricted funds £	Total Funds £
Tangible Fixed Assets	7,872	-	-	7,872
Current Assets	121,130	-	11,065	132,195
Current Liabilities	(2,868)	-	-	(2,868)
	126,134	-	11,065	137,199

21 Change in total funds over the year as shown in Note 20, analysed by individual funds

	Funds brought forward from 2019 £	Movement in funds in 2020 £	Transfers between funds in 2020 £	Funds carried forward to 2021 £
		See Note 22		
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	126,133	59,485	-	185,618
Total unrestricted and designated funds	126,133	59,485	-	185,618
Restricted funds:-				
Tenby Story	11,065	(4,767)	-	6,298
Total restricted funds	11,065	(4,767)	-	6,298

Tenby Museum & Art Gallery

Notes to the Accounts for the year ended 31 December 2020

22 Analysis of movements in funds over the year as shown in Note 21

	Income	Expenditure	Other Gains & Losses	Movement in funds
	2020	2020	2020	2020
	£	£	£	£
Unrestricted and designated funds:-				
Unrestricted Revenue Funds	144,785	(85,300)	-	59,485
Restricted funds:-				
Tenby Story	-	(4,767)	-	(4,767)
	144,785	(90,067)	-	54,718

23 The purposes for which the funds

Unrestricted and designated funds:-

Unrestricted Revenue Funds These funds are held for the meeting the objectives of the charity, and to provide reserves for future activities, and , subject to charity legislation, are free from all restrictions on their use.

Unrestricted Revaluation Reserve This fund represents the unrestricted surplus arising on the revaluation of the charity's assets.

Designated Fixed Asset Funds The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted funds:-

Restricted Fixed Asset Funds The purpose of these funds is described under the accounting policy 'Accounting for capital grants and fixed asset funds'.

Restricted Revaluation Reserve This fund represents the restricted surplus arising on the revaluation of the charity's assets.

24 Ultimate controlling party

The charity is under the control of its legal members.

Tenby Museum and Art Gallery

Detailed analysis of income and expenditure for the year ended 31 December 2020 as required by the SORP 2015

This analysis is classified by conventional nominal descriptions and not by activity.

25 Donations, Grants and Legacies

	Current year Unrestricted Funds 2020 £	Current year Restricted Funds 2020 £	Current year Total Funds 2020 £	Prior Year Total Funds 2019 £
Donations and gifts from individuals				
Small donations individually less than £1000	2,471	-	2,471	1,239
Refunds from HMRC on gift aided donations	158	-	158	3,163
Total donations and gifts from individuals	2,629	-	2,629	4,402

Donations and gifts from individuals (Include HMRC refunds on gift aided donations) - Prior Year analysis

	Prior Year Unrestricted Funds 2019 £	Prior Year Restricted Funds 2019 £	Prior Year Total Funds 2019 £
Prior year	4,402	-	4,402

Revenue grants from government and public bodies

	Current year Unrestricted Funds 2020 £	Current year Restricted Funds 2020 £	Current year Total Funds 2020 £	Prior Year Total Funds 2019 £
Revenue grants from government and public bodies				
P.C.C	41,400	-	41,400	34,641
Welsh Government	62,034	-	62,034	2,300
Total public sector revenue grants	103,434	-	103,434	36,941

Tenby Museum and Art Gallery

Detailed analysis of income and expenditure for the year ended 31 December 2020 as required by the SORP 2015

Revenue grants and donations from non public bodies

	Current year Unrestricted Funds 2020 £	Current year Restricted Funds 2020 £	Current year Total Funds 2020 £	Prior Year Total Funds 2019 £
Revenue grants and donations from non public bodies				
Small grants individually less than £1000	320	-	320	8,710
Association of Independent Museums	7,702	-	7,702	1,450
Schools of Exhibition	-	-	-	1,400
Elite	11,088	-	11,088	1,120
Federation of Museums	2,000	-	2,000	-
Valero	2,500	-	2,500	-
Pembrokeshire Coast	9,300	-	9,300	-
Total private sector revenue grants	32,910	-	32,910	12,680

Total Donations, Grants and Legacies

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Current Year Total Funds 2020 £	Prior Year Total Funds 2019 £
<i>Current year</i>				
Total Donations, Grants and Legacies A1	138,973	-	138,973	54,023

26 Income from charitable activities - Trading Activities

	Current year Unrestricted Funds 2020 £	Current year Restricted Funds 2020 £	Current year Total Funds 2020 £	Prior Year Total funds 2019 £
<i>Current year</i>				
Primary purpose and ancillary trading				
Admission fees- Exhibitions and galleries	3,074	-	3,074	32,010
Total Primary purpose and ancillary trading	3,074	-	3,074	32,010

Tenby Museum and Art Gallery

Detailed analysis of income and expenditure for the year ended 31 December 2020 as required by the SORP 2015

27 Total Income from charitable activities

<i>Current year</i>		Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2020	2020	2020	2019
		£	£	£	£
Total income from charitable trading		3,074	-	3,074	32,010
Total from charitable activities	A2	3,074	-	3,074	32,010

28 Income from other, non charitable, trading activities

		Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2020	2020	2020	2019
		£	£	£	£
Income from fundraising events		-	-	-	1,940
Exhibition commission income		1,291	-	1,291	6,889
Sales - publications		1,236	-	1,236	12,031
Total from other activities	A3	2,527	-	2,527	20,860

29 Investment income

		Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2020	2020	2020	2019
		£	£	£	£
Bank Interest Receivable		211	-	211	324
Total investment income	A4	211	-	211	324

Tenby Museum and Art Gallery

Detailed analysis of income and expenditure for the year ended 31 December 2020 as required by the SORP 2015

30 Expenditure on charitable activities - Direct spending

<i>Current Year</i>	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2020	2020	2020	2019
	£	£	£	£
Gross wages and salaries - charitable activities	51,666	-	51,666	54,587
Marketing and advertising of charitable services	1,277	-	1,277	3,284
Shop costs	494	-	494	6,515
Exhibition expenses	1,418	-	1,418	5,927
Opening stock	2,551	-	2,551	-
Closing stock	(4,134)	-	(4,134)	-
Professional Indemnity insurance	4,200	-	4,200	4,595
Total direct spending B2a	57,472	-	57,472	74,908

31 Support costs for charitable activities

<i>Current Year</i>	Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
	2020	2020	2020	2019
	£	£	£	£
<i>Employee costs not included in direct costs</i>				
<i>Premises Expenses</i>				
Service charges payable	50	-	50	50
Rates and water charges	498	-	498	260
Light heat and power	6,107	-	6,107	7,263
Cleaning and waste management	876	-	876	468
Premises repairs, renewals and maintenance	1,088	-	1,088	1,654
Security	900	-	900	1,524
<i>Administrative overheads</i>				
Telephone, fax and internet	1,088	-	1,088	1,181
Postage	500	-	500	126
Stationery and printing	4,517	-	4,517	7,079
Membership subscriptions	20	-	20	516
Sundry expenses	1	-	1	90
Equipment, repairs, expenses and maintenance	480	-	480	65
Staff training	-	-	-	533
Hospitality	-	-	-	393
<i>Professional fees paid to advisors other than the auditor or examiner</i>				
Accountancy fees other than examination or audit fees	4,560	-	4,560	3,123
Consultancy fees	2,475	-	2,475	925
Other legal and professional	1,202	-	1,202	900

Tenby Museum and Art Gallery

Detailed analysis of income and expenditure for the year ended 31 December 2020 as required by the SORP 2015

Financial costs

Bank charges	624	-	624	1,382
Depreciation & Amortisation in total for	2,058	4,767	6,825	3,927

Support costs before reallocation	27,044	4,767	31,811	31,459
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Total support costs - Current Year	27,044	4,767	31,811	31,459
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32 Total Charitable expenditure

Current Year

		Current year Unrestricted Funds	Current year Restricted Funds	Current year Total Funds	Prior Year Total Funds
		2020	2020	2020	2019
		£	£	£	£
Total direct spending	B2a	57,472	-	57,472	74,908
Total support costs	B2d	27,044	4,767	31,811	31,459
Total Governance costs	B2e	510	-	510	378
Total charitable expenditure	B2	85,026	4,767	89,793	106,745