

The Steyning Museum Trust

Registered Charity No 1169540

Trustees' Report and Unaudited Accounts

for the year ended

31 December 2024

Shore Accounting Ltd
Accountants
4 Mason's Yard
177 Westbourne Street, Hove
East Sussex, BN3 5FB

The Steyning Museum Trust
Registered Charity No 1169540
for the year ended 31 December 2024

Trustees' Report

The Trustees present their report and accounts for the year ended 31 December 2024.

Structure, governance and management

The trust is a charity governed by the Constitution of the Trust which was adopted on 16 October 2016.

The trustees who served during the year were:

Jacquie Bernadette Buttriss (resigned 30.09.2024). Chair
Helen Craven Coutrouzas (resigned 30.09.2024)
Paul Henry Norris
Muriel Wright
Christopher Tod (resigned 10.09.2024)
Nick Quinn (appointed 31.05.2024)
Rachel Rainbow (appointed 10.09.2024)
Russell Bowman (appointed 10.09.2024). Chair from 14.10.2024
Barbara Chandler (appointed 14.11.2024)

Objectives and activities

The objects of the charity are for the public benefit and are restricted to the following:

1. To maintain Steyning Museum for the public display of material evidence which illustrates the local history of Steyning and its adjacent parishes (Ashurst, Bramber, Upper Beeding and Wiston) for the delight, interest and to advance the education of the public.
2. To care for and conserve the museum collection and develop it as appropriate.
3. To interpret the collection for the education of people of all ages and levels of ability.
4. To promote research to understand the collection and associated local history and make the results of the research accessible.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

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Financial review

The trustees are satisfied with the result for the year and anticipate that the trust will have resources available to promote the object of the trust in the forthcoming year.

It is the policy of the trust to retain sufficient reserves to support the future activities of the trust. None of the trusts reserves are restricted.

On behalf of the trustees.

A handwritten signature in black ink, appearing to be 'R Bowman', written over a horizontal line.

R Bowman - Chair
28th February 2025

The Steyning Museum Trust
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for the year ended 31 December 2024

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Steyning Museum Trust for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

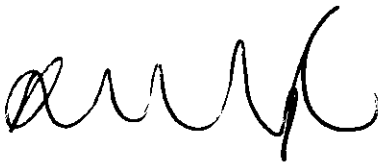
Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act or
2. the accounts do not accord with those records or
3. the accounts 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.

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 accounts to be reached.



R Anscombe
Fellow of the Institute of Financial Accountants (FFA)
Shore Accounting Ltd
177 Westbourne Street, Hove
East Sussex, BN3 5FB
28th February 2025

The Steyning Museum Trust
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for the year ended 31 December 2024

Statement of Financial Activities

	Legacy	Building	Contin- gency	General	Total	2023
	£	£	£	£	£	£
INCOME						
Subscriptions received				2,373	2,373	3,710
Donations						
General				3,216	3,216	3,164
In Memorium						102
Reasearch fund				277	277	
Steyning Family History						25
Education				60	60	47
Legacy	25,545				25,545	1,000
Fundraising activities						
200 Club						5,000
Lottery, Coin Jars and Printers Inks				443	443	345
Adopt an artifact				30	30	
Profit from Fund Raising Events				1,416	1,416	1,545
Shop Surplus				777	777	625
Interest Received	11,339	815	889	1,743	14,786	11,786
Total	36,884	815	889	10,335	48,923	27,349

	Legacy	Building	Contingency	General	Total	2023
	£	£	£	£	£	£
EXPENDITURE						
Cost of generating funds						
Legacy Auction costs	2,696				2,696	
Total	2,696	0	0	0	2,696	0
Charitable activities						
Premises						456
Ground Rent				456	456	
Rates				112	112	115
Electricity				896	896	430
Water				185	185	125
Cleaning				979	979	1,005
Repairs and Maintenance				246	246	1,470
Security/Fire Systems	5,327			1,261	6,588	827
Depreciation				1,052	1,052	1,052
Reception/Museum sign						12,438
Collections				369	369	488
Exhibition Costs				420	420	580
Insurance				1,952	1,952	2,143
Education				51	51	28
Research/Family History				440	440	-154
Total	5,327	0	0	8,419	13,746	21,003
Governance costs						
Hall and AGM Expenses				203	203	69
Printing, Postage, Stationery				382	382	1,025
Telephone				900	900	785
Subscriptions				119	119	138
Publicity				639	639	578
Independent Examiner's fees	1,008				1,008	960
Equipment				548	548	
Computer Software etc				80	80	
Bank charges				136	136	54
Stewards and Helpers Social				58	58	167
Sundry Expenses				52	52	166
Total	1,008	0	0	3,117	4,125	3,942
Total resources expended	9,031	0	0	11,536	20,567	24,945
EXCESS OF INCOME OVER EXPENDITURE	£27,853	£815	£889	-£1,201	£28,356	£2,404

The Steyning Museum Trust
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for the year ended 31 December 2024

Balance Sheet

	2024	2023
	£	£
FIXED ASSETS		
Premises	10,019	11,071
CURRENT ASSETS		
Bank accounts	321,814	292,899
Cash in Hand	60	60
Debtors and Prepayments	560	
Stocks for Resale	<u>718</u>	<u>718</u>
	<u>323,152</u>	<u>293,677</u>
CURRENT LIABILITIES		
Creditors	101	101
Subscriptions in Advance	80	0
Accruals	<u>1,494</u>	<u>1,507</u>
	<u>1,675</u>	<u>1,608</u>
NET CURRENT ASSETS	<u>321,477</u>	<u>292,069</u>
TOTAL NET ASSETS	<u><u>331,496</u></u>	<u><u>303,140</u></u>

	2024		2023
	£	£	£
<i>Represented by:</i>			
General fund			
Brought forward	51,715		49,737
Transfer (to)/from Legacy Fund	-1,008		-3,342
Transfer (to)/from Research/Family History Fund	0		674
Transfer (to)/from Contingency Fund	0		0
Excess of Expenditure/Income	<u>-1,201</u>		<u>4,646</u>
		<u>49,506</u>	<u>51,715</u>
BUILDING FUND			
Brought forward	15,914		15,246
Excess of Expenditure/Income	<u>815</u>		<u>668</u>
		<u>16,729</u>	<u>15,914</u>
CONTINGENCY FUND			
Brought forward	17,349		16,621
Transfer (to)/from General Fund	0		0
Excess of Expenditure/Income	<u>889</u>		<u>728</u>
		<u>18,238</u>	<u>17,349</u>
LEGACY FUND			
Brought forward	218,162		218,435
Transfer (to)/from General Fund	1,008		3,342
Excess of Income	<u>27,853</u>		<u>-3,615</u>
		<u>247,023</u>	<u>218,162</u>
RESEARCH FUND			
Brought forward	0		697
Transfer (to)/from General Fund	0		-674
Excess of Expenditure/Income	<u>0</u>		<u>-23</u>
		<u>0</u>	<u>0</u>
		<u>331,496</u>	<u>303,140</u>

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For the year ending 31st December 2024, the charity was entitled to exemption from audit under section 144(1) (audit) of the Charities Act 2011 as amended by the Charities Act 2011 (Accounts and Audit) Order 2015.

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

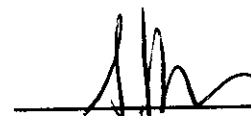
These accounts have been prepared in accordance with FRS102 SORP.

On behalf of the trustees

28th February 2025



R Bowman



JJ Keane

The Steyning Museum Trust
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for the year ended 31 December 2024

Notes to the Accounts

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities 2005 and the Charities Act 2011. The accounts are prepared using the accrual basis.

1.2 Incoming resources

Income is accounted for in the period in which the charity is entitled to receipt.

1.3 Resources expended

Expenses are provided for on an accruals basis.

1.4 Tangible fixed assets and depreciation

The charity has a 75 year lease on land in Steyning granted in July 2005. The charity built the museum premises on the land at a cost of £96,028 with a grant of £75,000. The building must be removed at the end of the term of the lease. The trustees of the charity are writing the net cost off over 20 years.

1.5 Taxation

The charity is registered with the Charity Commission and is exempt from corporation tax as all of its income is applied for charitable purposes.

2 Voluntary income

	2024	2023
	£	£
Subscriptions	2,373	3,710
Donations	3,553	3,338
Fundraising activities	1,889	6,890
Legacies	25,545	1,000
Shop surplus	777	625
	<hr/> 34,137	<hr/> 15,563

3 Investment income

	2024	2023
	£	£
Interest receivable	14,786	11,786

4 Governance costs

	2024	2023
	£	£
Independent examiner's fees	1,008	960
Other administrative costs	<u>3,117</u>	<u>2,982</u>
	4,125	3,942

5 Trustees

None of the trustees, or any persons connected with them, received any remuneration during the year, and none were reimbursed for any expenses, other than those incurred as agents for the charity.

6 Employees

There were no employees during the year.

7 Fixed assets

	Premises
	£
Cost at 31 December 2023	<u>21,028</u>
Depreciation	
At 31 December 2023	9,957
Provided in year	1,052
At 31 December 2024	11,009
Net book value	
At 31 December 2023	<u>11,071</u>
At 31 December 2024	<u>10,019</u>

8 Cash at bank and in hand

	2024	2023
	£	£
Charity Deposit Building Fund	16,729	15,914
Charity Deposit Contingency Fund	18,239	17,350
Charity Deposit Legacy Fund	247,024	218,163
Charity Deposit Income Fund	31,592	29,849
Bank Current Account	<u>8,230</u>	<u>11,623</u>
	321,814	292,899

9 Debtors

	2024	2023
	£	£
Prepaid expenses	560	0

10 Creditors: amounts falling due within 1 year

	2024	2023
	£	£
Creditors	101	101
Subscriptions in Advance	80	0
Accruals	<u>1,494</u>	<u>1,507</u>
	1,675	1,608

11 Control

The Charity is controlled by the Trustees