



GLENSIDE HOSPITAL MUSEUM

The Chapel, Glenside Campus, Blackberry Hill, Bristol BS16 1DD

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Trustees' Report and Financial Statements for the year to 31st March 2022

**Glenside Hospital Museum
U.W.E. Glenside Campus
Blackberry Hill
Bristol BS16 1DD**

Registered Charity No: 1170808

Glenside Hospital Museum CIO Charity No [E&W]: 1170808

Learning is the core purpose of our organisation. We are an educational community resource and we work to change negative attitudes and prejudice about mental illness by speaking out.

Silence is the cause of stigma

GLENSIDE HOSPITAL MUSEUM C.I.O.

Trustees' Annual Report for the year to 31st March 2022

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Reference and Administrative Information

Charity name:	Glenside Hospital Museum
Charity registration number:	1170808
Registered Office and Operational Address:	Glenside Hospital Museum, UWE Glenside Campus, Blackberry Hill, Bristol BS16 1DD

Trustees 2021-22

Anwyl Cooper-Wills (chair)
Brian Kington
John Pimm
Claire Charlton (appointed 18/11/21)
Anna Louise Bryant (appointed 18/11/21)
Gwyn Birt (appointed 16/10/21)

Structure, Governance and Management

The Glenside Hospital Museum CIO is a Charitable Incorporated Organisation registered with the Charity Commissioners on 16 December 2016 (no. 1170808). Its principal office is at Glenside Hospital Museum, UWE Glenside Campus, Stapleton, Bristol BS16 1DD. The governing document is the Constitution dated 8 December 2016. The foundation trustees were Peter Carpenter, Brian Kington and John Pimm.

The CIO was created in order to continue the operations of the *Friends of Glenside Museum* (Charity number 1042422) under a more robust legal format. It has been recognised by the Charity Commissioners and HMRC as a continuation of the *Friends*

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Charity. The transfer of assets however has been delayed and therefore the activity of the Museum has continued to be managed through the Friends of Glenside Hospital Museum.

The trustees are assisted in the operation of the charity by the Management Committee, which manages the day to day operation of the Museum for both charities, and by the volunteers. Our thanks go to the many volunteers who give their time to the museum.

Reserves Policy

As the charity is small and has no significant ongoing financial commitments the trustees do not consider it necessary at this stage to set aside any reserves. This position will be reviewed in the light of future developments.

Objects and Activities

Charitable Objects

The object of the CIO is to advance the education of the public in the subject of mental health care and learning difficulties by the establishment and maintenance of a museum.

Public Benefit

We aim to provide information on hospital care, mental illness and learning difficulties by using our collections from the Bristol Lunatic Asylum (1861-1994) and the Stoke Park Colony of Hospitals for people with learning disabilities (1909 - 2000). The museum's collection is conserved and developed to provide a stimulating educational environment and give an insight into the help and care needed for people experiencing mental health problems.

Learning is the core purpose of our organisation, which is an educational community resource. We are determined to change negative attitudes and prejudice about mental illness and to speak out, as silence is the cause of stigma. The museum supports people's understanding of mental illness and incapacity through the history of mental health care.

The Trustees have read and had regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

A dedicated team of 30-40 volunteers ensure the work of the Museum is achieved and that it is open to the public on Wednesday mornings and Saturdays each week. We provide training and development, work experience and an outreach programme. Activities developed and delivered such as drawing classes, talks, pop-up-museum events, dementia and educational workshops and using the museum space for meetings halted from March 2020. Since then we have started to re-build our outreach programme and look at plans to increase the sustainability of the Museum. The year 2021-2022 has been one of recovery.

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The museum was closed from October 2020 until June 2021 due to Covid19 restrictions, but we welcomed 1,773 visitors during the year. Through loans, exhibitions in other locations and social media, the museum attracted 50,000 visitors. We had a placement undertaking professional practice experience via an MA in Curatorial Practice at the University of Leicester. Two successful iterations of a course on Interrogating Collections for artists and a Curating Course instigated through Outside In (Charity No. 1171128) who gained funding from the National Heritage Lottery Fund as part of their ongoing work around raising the profile of artwork created by patients and supporting artists who have difficulties accessing the art world. The first course was delivered in April – May on Zoom the second, September – December, on site. We continued to deliver GHM workshops hinging on discussions prompted by items in our collection both online and in the museum for students at universities, colleges and schools.

Our thanks go to our volunteers who give their time to add to the museum and make sure it continues to be open to the public and online. The accounts have been scrutinized independently and approved as accurate with no matters to be called to attention.

GLENSIDE HOSPITAL MUSEUM C.I.O.

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

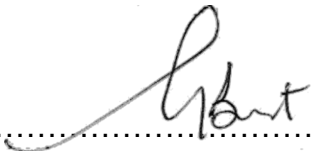
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

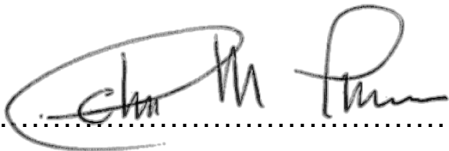
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations.

The trustees 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 members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 12th November 2022 and signed on their behalf by:


..... Gwyn Birt, Trustee



..... John Pimm, Trustee

GLENSIDE HOSPITAL MUSEUM C.I.O.

Accountant's report to the trustees of Glenside Hospital Museum CIO

I have prepared the accounts on the following pages from the information and explanations supplied to me.

As the charity's turnover is less than £25,000, I have not carried out an Independent Examination.



.....14th November 2022

Rupert Taylor
Easton Business Centre
Felix Road
Bristol BS5 0HE

Glenside Hospital Museum CIO

Statement of Financial Activities

Year to 31st March 2022

	Total funds 2022 (all unrestricted) £	Total funds 2021 (all unrestricted) £
Income:		
Voluntary income	357	805
Charitable activity income	124	164
	<hr/>	<hr/>
Total Income	482	969
 Expenditure:		
Charitable activities	90	563
	<hr/>	<hr/>
Total Expenditure	90	563
	<hr/>	<hr/>
Net Income / (Expenditure)	392	407
Transfers between funds	-	-
	<hr/>	<hr/>
Net Movement in Funds	392	407
 Total funds brought forward	6,541	6,134
	<hr/>	<hr/>
Total funds carried forward	6,932	6,541

Glenside Hospital Museum CIO

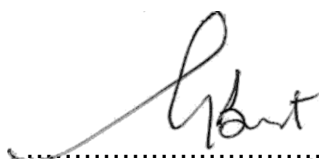
Balance Sheet

As at 31st March 2022

Registered charity no: 1170808

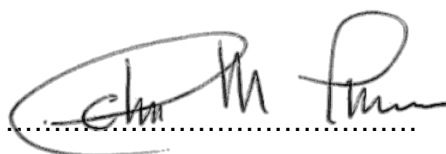
	2022 £	2021 £
Fixed Assets	-	-
Current Assets		
Cash at bank and on hand	7,076	6,637
Debtors and prepayments	-	-
	<hr/> 7,076	<hr/> 6,637
Current Liabilities		
Creditors and accruals	144	96
	<hr/> 144	<hr/> 96
Total Current Liabilities		
	<hr/> 6,932	<hr/> 6,541
Net Current Assets		
	<hr/> 6,932	<hr/> 6,541
Net Assets		
	<hr/> 6,932	<hr/> 6,541
Statement of funds		
Unrestricted funds:		
General funds	6,932	6,541
Restricted funds	-	-
	<hr/> 6,932	<hr/> 6,541

Signed on behalf of the trustees:



.....

Gwyn Birt
12th November 2022



.....

John Pimm
12th November 2022

Glenside Hospital Museum CIO

Notes to the Accounts

Year to 31st March 2022

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Update Bulletin 1 issued on 2nd February 2016, and the Charities Act 2011.

Glenside Hospital Museum meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Preparation of the accounts on a going concern basis

The charity's balance sheet at 31st March 2021 is in surplus, and the charity has no ongoing contractual obligations such as staffing or premises costs. All expenditure is limited to funding already available. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

(f) Fund Accounting

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

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not registered for VAT, all VAT on expenditure is charged as a cost against the activity for which the expenditure was incurred. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. There were no such costs during the year in question.

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

lenside Hospital Museum CIO

Notes to the Accounts (continued)

Year to 31st March 2022

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method. Individual items costing less than £200 are not treated as fixed assets.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the account.

Creditors

Creditors are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Income from donations

	2022 Total Unrestricted £	2021 Total Unrestricted £
Individual donations	25	805
Gift Aid	332	-
	<hr/> 357	<hr/> 805

Income from charitable activities

	2022 Total £	2021 Total £
Sales	124	164
	<hr/> 124	<hr/> 164

The charity received no government grants during the period in question.

Glenside Hospital Museum CIO

Notes to the Accounts (continued)

Year to 31st March 2022

[4] Analysis of expenditure on charitable activities

	Total 2022	Total 2021
<u>Direct costs:</u>	£	£
Exhibition costs	-	-
	-	-
<u>Support costs:</u>		
Insurance and membership	42	467
Accountancy	48	96
	-	-
Total Support Costs	90	563
	-	-
Total Expenditure	90	563

As the charity only undertook one area of activity during the period, support costs have not been apportioned.

[5] Tangible Fixed Assets

	2022 Equipment	2021 Equipment
<u>Cost</u>	£	£
Opening balance	-	-
Additions during the year	-	-
	-	-
<u>Depreciation</u>		
Opening balance	-	-
Charge for the year	-	-
	-	-
	-	-
Net Book Value:	-	-

[6] Debtors and prepayments

	2022	2021
	£	£
Sundry debtors	-	-
	-	-

[7] Creditors

	2022	2021
Amounts due within 12 months:	£	£
Accruals	144	96
	-	-
	144	96

Glenside Hospital Museum CIO
Notes to the Accounts (continued)
Year to 31st March 2022

[8] <u>Movements in funds</u>	Balance at 01/04/2021	Income	Expenditure	Transfers between funds	Balance at 31/03/2022
<u>Unrestricted Funds:</u>					
General Funds	6,541	482	(90)	-	6,932
Total Unrestricted Funds:	6,541	482	(90)	-	6,932
Total Funds:	6,541	482	(90)	-	6,932

- [9] Payments to trustees and related party transactions
 No trustees received remuneration during the year.
 There were no payments to trustees during the year (2020 nil).
 There were no other related party transactions during the year.

- [10] Staffing
 The charity employed no staff during the year (2020 nil).

- [11] Previous year comparisons

<u>Statement of Financial Activities</u>	Restricted funds	Unrestricted funds	Total funds
<i>Previous year comparison</i>	2021	2021	2021
	£	£	£
Income:			
Voluntary income	-	805	805
Charitable activity income	-	164	164
Total Income	-	969	969
Expenditure:			
Charitable activities	-	563	563
Total Expenditure	-	563	563
Net Income / (Expenditure)	-	407	407
Transfers between funds	-	-	-
Net Movement in Funds	-	407	407
Total funds brought forward	-	6,134	6,134
Total funds carried forward	-	6,541	6,541

<u>Movements in funds</u>	Balance at 01/04/2020	Income	Expenditure	Transfers between funds	Balance at 31/03/2021
<i>Previous year comparison</i>					
<u>Unrestricted Funds:</u>					
General Funds	6,134	969	(563)	-	6,541
Total Unrestricted Funds:	6,134	969	(563)	-	6,541
Total Funds:	6,134	969	(563)	-	6,541