



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	January	2021		31	December	2021

Section A Reference and administration details

Charity name The Lancaster Judges' Lodgings Museum Trust

Other names charity is known by

Registered charity number (if any) 1171209

Charity's principal address

c/o Keeper's Cottage

Burton in Kendal

Carnforth

Postcode LA6 1NL

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	Liz Feather			
2	Sue Widden			
3	Mandy Whitehouse			
4	Catherine Fatkin			
5	Roger Jump			
6	Garth Lindrup			
7				
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9				
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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

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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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)	Appointed by continuing Trustees

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.

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Section C Objectives and activities

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

The support and promotion of the Judges' Lodgings Museum in Lancaster for the benefit of the public

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)

- Although the Government's roadmap to post-Covid 'normality' meant that the museum did not re-open until 21 May 2021, collections care and conservation work continued during the closed months and the Friends continued to meet via Zoom. A virtual AGM was held in February and a number of talks proceeded online.
- The Friends were instrumental in the production of a new publication written by volunteer Suzanne Bradshaw entitled *They Walked These Floors* based on her research into the lives of the housekeepers and caretakers during the 150 years or so that the building was used to accommodate Assize judges. This is on sale at the museum shop and through the Friends' website.
- The museum was one of the venues for the Heritage Open Days of 17-19 September with Behind the Scenes Tours. On these days the public has free admission to the museum.
- The museum joined a collaborative research project promoted by Lancaster Black History Group to trace the links which prominent local families had with the triangular transatlantic slave trade. October was nominated as Black History Month and the museum also made a donation to *Facing the Past* an ACE-supported project to commission a piece of public art aimed at redressing omissions in our collective memory of the role played by Lancaster in the trade of enslaved people who came through or stayed in the city. The museum's collections include art and furniture once belonging to these local families.
- The museum's green team, led by the site manager, is active with the Carbon Literacy Project to work out what the cultural sector can do towards addressing climate change. The team took part, by video, in COP26.
- One of the Trustees took part in a webinar on the legal implications, for the governance of charities, of the Kids' Company case. Key points were relayed to all the Trustees.
- A number of events for children were hosted by the museum including Dino Day and Hallowe'en and, for the first time, a birthday party for the daughter of one of the Friends. Children also have access to the restored garden where croquet and other activities are on offer.
- Volunteers played a key role in keeping the museum open during the season by working as room stewards, gardeners, and guides and in operating the Victorian tea room established by the Friends.

Additional details of objectives and activities (Optional information)

See above

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

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

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Trust is the representative body for the Friends of Lancaster Judges' Lodgings and it is largely through the Friends that volunteers work in the museum in a variety of capacities. But for the volunteers the museum would not have the manpower to remain open every day during the season. The Trust is also the vehicle through which the Friends retain a say in the running of the museum and in the content and execution of its strategic and business plans.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trust's cash reserves are held as a contingency fund for minor capital works or to commission consultants in the heritage sector.

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.

Section F Other optional information

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)	Garth Lindrup	
Position (eg Secretary, Chair, etc)	Trustee	
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name The Lancaster Judges' Lodgings Museum Trust	No (if any)
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Receipts and payments accounts

For the period from	Period start date 1/1/2021	To	Period end date 12/31/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Doations (private)	55	-	-	55
Donations (Amazon)	49	-	-	49
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	104	-	-	104
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	104	-	-	104
A3 Payments				
Cards	230	-	-	230
Webinar	40	-	-	40
Donation to Lancaster Priory's Black History project	500	-	-	500
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	770	-	-	770
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	770	-	-	770
Net of receipts/(payments)	- 666	-	-	- 666
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	29,575	-	-	29,575
Cash funds this year end	28,909	-	-	28,909

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds		-	-
		-	-
		-	-
	Total cash funds	28,909	-
	(agree balances with receipts and payments account(s))	OK	OK

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

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

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

Signature

Print Name

CC16a



Last year
to the nearest £

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**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

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-
-

**Current value
(optional)**

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**Current value
(optional)**

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-

**When due
(optional)**

Date of
approval
