

CHESHAM MUSEUM

England & Wales · Charity number 1172671

Details

Status Registered

Legal form CIO

Registered 2017-04-20

Register [View on the Charity Commission register](#)

Contact

Address 144 Chartridge Lane
Chesham
Buckinghamshire
HP5 2RH

Phone 01494 773653

Email info@cheshammuseum.org.uk

Website www.cheshammuseum.org.uk

Activities

Objects: TO ESTABLISH AND MAINTAIN A MUSEUM FOR THE BENEFIT OF THE PUBLIC AND TO ADVANCE EDUCATION BY DISPLAYING AND PROMOTING ASPECTS OF THE HISTORY OF CHESHAM AND THE PEOPLE OF THE TOWN; AND INVOLVING THE PEOPLE OF THE TOWN IN HISTORY PROJECTS.

Activities: The aim of Chesham Museum is to educate visitors in the rich history of the town and the surrounding areas, for the benefit of both local residents and visitors. Our objectives are to display and promote aspects of local history, and as part of this to involve visitors in local history projects.

Classification

- **How:** Sponsors Or Undertakes Research
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£12,932	£6,840	-	-
2024-03-31	£8,881	£13,879	-	-
2023-03-31	£5,053	£3,083	-	-
2022-03-31	£15,427	£2,566	-	-
2021-03-31	£2,914	£2,470	-	-

Trustees

Name	Role	Appointed
Peter Squire	Chair	2019-03-21
CHRISTOPHER SPRUYTENBURG		2017-02-01
Chris Wood		2025-11-12
Derek Brownie		2026-01-06
JOHN HOWE HATTON		2017-07-26
James Christopher Robert Cargill		2022-07-05
Karen Yvonne Perkins		2021-06-23
Katharine Dallas		2018-01-25
LAURENCE SHARP		2019-01-21

CHESHAM MUSEUM

England & Wales - Charity number 1172671

Accounts

Chesham Museum CIO
Income & Expenditure Account
For the year ended 31 March 2025

Account	2025		2024	
Turnover				
Membership Fees		£1,333.50		£1,508.00
Donations Received		£1,435.86		£392.31
Grant Funded Events - outcomes		£169.69		
Grants Received				£1,050.00
Sales	£2,409.35		£2,640.99	
Purchases	-£1,882.81		-£1,397.41	
	£526.54		£1,243.58	
Sales - Expenses / Recoveries	-£71.59			
	£454.95	£454.95	£1,243.58	£1,243.58
Chesham Calendar		£267.83		£460.40
Wildlife Calendar (M Kirby Donation)		£307.00		£479.71
Buckinghamshire Lottery		£557.50		£631.00
Children's Events		£70.72		
Craft Events		£247.50		
Handling Boxes - income		£395.01		£375.00
Image / Research Fees		£25.00		£12.50
Open Garden Event		£882.55		
Quiz Nights		£987.00		£1,039.88
Reminiscence Events		£98.94		
Walks & Talks		£877.76		£507.54
Total Turnover		£8,110.81		£7,699.92
Gross Income A		£8,110.81		£7,699.92
Administrative Costs				
Accountancy (Xero)		£414.48		
Affiliation Fees		£71.00		£71.00
Collections Care		£570.10		
Curatorial Expenses				£428.91
DBS Check costs		£200.00		£244.80
Education Group Expenses		£282.05		£185.73
Exhibitions		£118.36		
Gallery Maintenance		£370.40		
General Expenses		£131.72		£118.55
Hats Off Chesham		£47.50		£288.96
Insurance		£853.69		£820.16
Marketing		£445.63		£122.04
Membership Servicing		£200.71		£261.60
Modes Licence		£108.00		£96.00
Rent - Town Hall Room		£4,999.92		£2,499.96
Schools of Chesham Coronation Day stall				£128.55
Shops Exhibition				£267.60
Storage Costs	£2,674.36		£4,835.97	
Stripe fees	£56.95		£27.33	
SumUp Fees	£33.92		£15.67	
Telephone & Internet	£10.00			
Trails	£90.00		£72.50	
Volunteer Retention	£2.72			
Website Costs	£128.58		£124.98	
Window Vinyls	£30.00		£642.00	
Outgoings' B		£11,840.09		£11,252.31
Gross Income less Outgoings (A - B)		-£3,729.28		-£3,552.39
Interest Income		£5,298.91		£1,184.19
General Operating Surplus (Deficit 2024) C		£1,569.63		-£2,368.20
Administration Costs (see note)				
Visitor Services Manager - Fee	£8,400.00			
Emily Toettcher - Consultant Fees	£3,000.00	£9,000.00		
Emily Toettcher - Fees allocated to specific projects		-£8,369.85		
		£630.15		£630.15
Depreciation Expense				£598.00
Amortisation of New Museum Space	£3,850.00		£3,850.00	
Total Administrative Costs D		£15,250.00		£5,078.15
Iverll Defocit before Exceptional Item (C - D)		-£13,680.37		-£7,446.35
Exceptional Credit				
Estate of Margaret Johnson	£420,845.48			
Profit on Ordinary Activities Before Taxation		£407,165.11		-£7,446.35

Note - Items shown under Admin Costs C are regarded as "planned overspending"

Chesham Museum CIO
Balance Sheet
As at 31 March

	2025		2024
Fixed Assets			
Tangible Assets			
New Nuseum Space 2024	£19,250.00		£19,250.00
New Museum 2024 Annual Amortisation Charge	-£7,700.00		-£3,850.00
	£11,550.00		£15,400.00
Collections acquisitions	£63.94		£0.00
Total Tangible Assets	£11,613.94		£15,400.00
Total Fixed Assets	£11,613.94		£15,400.00
Current Assets			
Cash at bank and in hand			
Barclays Bank			
Current Account	£963.27		£493.70
Savibgs Account	£12,500.00		£6,000.00
Savings Account - Education Group			£813.24
Savings Account - Ring Fenced Property Fund			£2,180.00
Charities Official Investment Fund - Deposit Account	£431,057.62		£15,933.96
Town Hall Cash Box	£24.12		£85.35
Town Hall Donations Box	£6.28		£46.05
Market Stall Cash	£97.94		£50.00
Total Cash at bank and in hand	£444,649.23	£444,649.23	£25,602.30
Accounts Receivable	£151.13		£695.79
Prepayments	£416.66		£17.00
Stock of goods for sale	£1,516.77		£1,193.83
Total Current Assets	£446,733.79		£27,508.92
Creditors: amounts falling due within one year			
Accounts Payable	£17.40		£79.00
Historical Adjustment			£94.99
Grant Funded Project - Chesham Timeline (Bucks Council) (Note 11)	£7,500.00		£0.00
Grant Funded - Collections Care 2025 (Note 1)	£1,000.00		£0.00
Total Creditors: amounts falling due within one year	£8,517.40		£173.99
Net Current Assets (Liabilities)	£438,216.39		£27,334.93
Total Assets less Current Liabilities	£449,830.33		£42,734.93
Net Assets	£449,830.33		£42,734.93
Capital and Reserves			
Retained Earnings	£42,734.93		£50,181.28
Current Year Income & Expenditure	£407,095.40		-£7,446.35
Total	£449,830.33		£42,734.93

Notes

1 Amounts shown for Grant Funded projects are liable to be repaid if not spent on the project within a specific time

CHESHAM MUSEUM

England & Wales - Charity number 1172671

Accounts

Charity Commission report for period to 31st March 2024

Includes Trustees report, Treasurers report, Income & expenditure accounts plus Balance sheet.

Trustees report to Charity Commissioners for year to 31st March 2024

We pleased to report that during the past year we have negotiated a exhibition space in the Chesham Town Hall which has enabled us to achieve Full Accreditation by Arts Council England and allows us to display to the public some of the many artifacts collected and donated over the years to the museum.

Development of a comprehensive display takes time & will be updated to meet the ever changing needs of the public. Life stories are being collected to provide a record of how life has been lived in Chesham and the surrounding villages. The display is open to the public market days Wednesday & Saturday, with additional opening as the demand grows.

Our finances will be greatly improved following the sale of a property left to us by one of our many friends, since the museum is completely independent and doesn't receive any regular local or central funding. Our income relies on walks, talks, & events together with varied fund raising events including quiz nights, open gardens etc.

We believe Cheshams history deserves a full scale museum in our Town Centre and are optimistic enough to believe that with our receipt of money from the bequest, the support of our volunteers and the public this will prove possible.

Peter Squire

Chesham Museum Chair of Trustees 24th January 2025

Accounts for year ended 31st March 2024 & Treasurer's Report

It is great to record the reopening of the museum in February 2024, marking the end of a period of nearly 7 years since the old museum closed in July 2017. At that time all items were placed in storage. We were offered accommodation in part of the Town Hall Lowndes Room but had to cover the cost of conversion.

The Market Stall has again been manned regularly this year and trading has achieved a surplus of £1,243, this figure including some sales in the new museum space. In addition, a surplus of £460 was seen from sales of our calendar. We were again grateful to receive a share of the proceeds of the Wildlife calendar produced by Matt Kirby.

The sum of £19,250 had been held in a ringfenced account to cover the cost of a new museum. The lease on the new Town Hall room has an initial period of five years. We have opted to write off this cost of this conversion and establishing the new space over that period, with one fifth charged against this year's income. Overall, after these adjustments, expenses exceeded income by £7,446.

Although we have reopened, so being able to achieve Accredited Museum status, the new space is no more than an exhibition area, nowhere large enough to satisfy our aims for the future of the museum. Therefore, perhaps the most significant event occurring during the year was when it was confirmed we were to receive the residuary estate of our supporter, Margaret Johnson, who died in October 2023. Her principal asset is her bungalow, for which we anticipate receiving proceeds of over £400,000.

Whilst these funds will be transformational, we will need substantial additional sums for us to achieve our aim of establishing a new museum with sufficient space to store the whole collection and permanently exhibit a significant proportion. Further similar donations are therefore to be welcomed.

John Hatton
Honorary Treasurer
Chesham Museum
18th September 2024

Report of Independent Examiner

Having had access to the bookkeeping records of the Museum I have inspected the accounts submitted for the year ended 31st March 2023 and consider these to provide a fair representation of the financial position for the year.

Stephen L'Estrange – Independent Examiner

Chesham Museum CIO
For the year ended 31 March

Income & Expenditure Account - year ended	2024	2023
Turnover		
Membership Fees	£1,508.00	£921.63
Donations Received	£392.31	£933.45
Market Stall & Other Sales		
Sales	<u>£2,640.99</u>	£919.30
Less adjusted purchases	<u>£1,397.41</u>	<u>£332.74</u>
	£1,243.58	£586.56
Chesham Calendar		
Sales	£976.00	£1,000.85
Printing & Design Costs	<u>£515.60</u>	<u>£508.50</u>
	£460.40	£492.35
Wildlife Calendar (M Kirby Donation)	£479.71	£352.54
Grants Received	£1,050.00	
Buckinghamshire Lottery	£631.00	£715.00
Handling Boxes - income	£375.00	£1,432.39
Image Fees	£10.00	
Quiz Nights	£1,039.88	£1,093.87
Walks & Talks	£507.54	£54.60
Total Income	<u>£7,697.42</u>	<u>£6,582.39</u>
Total Income	<u>£7,697.42</u>	<u>£6,582.39</u>
Administrative Costs		
Affiliation Fees	£71.00	
Curatorial Expenses	£653.71	
Emily Toettcher - Consultant Fees	£9,000.00	
Less Fees Allocated to special projects (See note)	<u>£8,369.85</u>	
	£630.15	£630.15
Rent - Town Hall Room	£2,499.96	
Storage Costs	£4,835.97	£1,792.03
Cost of DBS Checks	£116.00	
Education Group Expenses	£185.73	£990.66
General Expenses	£336.44	<u>£41.52</u>
Insurance	£820.16	£815.16
Marketing		£195.00
Membership Servicing	£261.60	£124.26
Hats Off Chesham	£288.96	£46.97
Schools of Chesham Coronation Day stall	£102.70	
Shops Exhibition	£267.60	
Window Vinyls	£642.00	
Stripe fees	£27.33	
SumUp Fees	£15.67	£68.00
Website Costs	£124.98	
ACE Grant - Expenditure in excess of grant charged to reserves		£558.70
Depreciation Expense (old museum fittings written off)	£598.00	
Amortisation of New Museum Costs - see note on Balance Sheet	£3,850.00	
Total Administrative Costs	<u>£16,327.96</u>	<u>£4,632.30</u>
Operating Deficit (2023 Surplus)	<u>£8,630.54</u>	<u>£1,950.09</u>
Other Income		
Interest Income	£1,184.19	£159.96
Total Other Income	<u>£1,184.19</u>	<u>£159.96</u>
Overall Deficit (2023 Surplus)	<u>£7,446.35</u>	<u>£2,110.05</u>

Note

- 1 Emily Toettcher was engaged to provide general guidance including re-establishing the museum in a new space. Most of these costs have been treated as part of the costs of establishing the new museum space. (See also note to Balance Sheet)

Chesham Museum CIO
As at 31 March 2024

Balance Sheet	31 Mar 2024	31 Mar 2023
Fixed Assets		
Tangible Assets	£19,250.00	
Museum Space 2024 - Establishment costs (Note 1)	£13,850.00	
New Museum 2024 Annual Amortisation Charge	£15,400.00	£598.00
Museum Fittings	£598.00	
Fittings from previous space written off	£0.00	£0.00
Total Tangible Assets	£15,400.00	£598.00
Total Fixed Assets	£15,400.00	£598.00
Current Assets		
Cash at bank and in hand		
Barclays Bank		£2,499.64
Current Account	£493.70	£10,000.00
Savings Account - General Reserve	£6,000.00	£824.75
Savings Account - Education Group	£813.24	£19,250.00
Savings Account - Ring Fenced Property Fund	£2,180.00	£32,574.39
	£9,486.94	£32,574.39
Charities Official Investment Fund - Deposit Account	£9,486.94	£15,013.66
Market Stall Cash	£15,933.96	£50.00
Town Hall Cash Box	£50.00	
Town Hall Donations Box	£85.35	
Total Cash at bank and in hand	£25,602.30	£47,638.05
Accounts Receivable	£695.79	£1,415.00
ACE Grant - Balance due	£17.00	
Prepayment - Open Garden Event	£1,193.83	£827.23
Stock of goods for sale	£1,193.83	£49,880.28
Total Current Assets	£27,508.92	£49,880.28
Creditors: amounts falling due within one year		
Accounts Payable	£79.00	
Collections Care Grant		£297.00
Reserve for outstanding expenditure	£297.00	
Less spent in 2023/24 year	£297.00	
	£0.00	
Reserve for Additional New Museum Costs (See note 1)	£94.99	£297.00
Total Creditors: amounts falling due within one year	£173.99	£297.00
Current Assets less Current Liabilities	£27,334.93	£49,583.28
Total Assets less Current Liabilities	£42,734.93	£50,181.28
Capital and Reserves		
Retained Earnings	£50,181.28	£48,071.23
Current Year Earnings	£7,416.35	£2,110.05
Total Capital and Reserves	£42,734.93	£50,181.28

Notes

- 1 **Costs incurred in establishing new museum space at Chesham Town Hall**
 Total expenditure (including £94.99 spent in 2024/25 year) **£19,250.00**
 Costs include work to convert room and all fixtures and fittings.
 This expenditure has been capitalised and will be amortised over 5 years

CHESHAM MUSEUM

England & Wales - Charity number 1172671

Accounts

Chesham Museum
Accounts for year ended 31st March 2023
Treasurer's Report

Following closure of the Museum in July 2017 all items were placed in storage incurring ongoing storage charges. I refer to this again later.

In my last year's report, I referred to the grant received from Arts Council England in connection with digitising the collection for viewing online. During the past year much effort has been expended on this project and the grant has been spent completely. At the same time a very successful exhibition entitled 'From the river to the railway' was staged at the Good Earth Gallery. Further grants were received for this exhibition. The total expenditure on these projects exceeded the grants by £558, which has been charged to reserves. This is reflected in the accounts.

A further grant was received for Collections Care, part of which remained unspent at the balance sheet date but has since been spent.

Mention should be made of those volunteers involved in Education projects. The designated fund included in the accounts originated from the previous education sub-committee. Over the past year much progress was made assembling 'handling boxes' for use of schools and care homes. This project is self-funding, and during the year has expanded the fund by some £441 to £884. These monies will be used to further the excellent work achieved to date.

The Market Stall has been manned regularly this year and has achieved a surplus of £1291, which is used to assist in funding museum overheads. The stock held represents value of items held for future trading.

During the year the total income of the Museum exceeded expenditure by £1,930, compared to a surplus last year of £457.

At the beginning of this report, I referred to the costs of storage of the collection. Since the year end a storage facility we had enjoyed free of charge, was no longer available. This prompted a major effort to reorganise the collection. Initially we have had to expand the use of paid storage at increased cost, rising from £145 to £505 per month. This increased expenditure is unsustainable except in the short term. It is imperative the reorganisation is achieved as soon as possible, moving part of the collection to another facility provided free of charge due to the generosity of a supporter.



John Hatton
Honorary Treasurer
Chesham Museum

Report of Independent Examiner

Having had access to the bookkeeping records of the Museum I have inspected the accounts submitted for the year ended 31st March 2023 and consider these to provide a fair representation of the financial position for the year.



Stephen L'Estrange
Independent Examiner

Chesham Museum
Income & Expenditure Account - year ended 31st March 2023

<u>Income</u>	2022/23		2021/22	
Fund Raising				
Membership Fees		£921.63		£1,021.50
Donations - General (see also Education Fund)		£933.45		£1,116.42
Buckinghamshire Lottery Receipts		£715.00		£761.00
Quiz Nights		£1,093.87		
Walks / Talks		£54.60		
Grants Received				
<u>Arts Council England (ACE) Grant (see note 3)</u>				
Initial payment (received 2021/22)	£12,735.00			
Balance due from ACE (see Balance Sheet)	£1,415.00			
Bucks Council - Chesham & Villages Supplementary Grant	£2,000.00			
	<u>£16,150.00</u>			
ACE Grant Expenditure	-£14,200.99			
River & Railway Exhibition expenses	-£2,507.71			
Balance charged to Museum reserves	<u>-£558.70</u>	-£558.70		
<u>Collections Care Grant</u>	£836.24			
Expenditure to date	-£539.24			
Balance remaining (refundable if unspent)	<u>£297.00</u>			
Transfer to balance sheet (see note 4)	-£297.00			
	<u>£0.00</u>	£0.00		
<u>Education Fund (See Note 2 & supplementary account)</u>				
Receipts	£1,432.39		£30.00	
Payments	-£990.66		-£37.28	
Increase in group funds	<u>£441.73</u>	£441.73	<u>-£7.28</u>	-£7.28
Market stall and other sales				
Sales in year	£2,272.69		£122.42	
Stock of items for sale at year end (see note 2)	£827.23		£967.18	
	<u>£3,099.92</u>		<u>£1,089.60</u>	
Stocks carried forward (2022 estimate)	-£967.18		-£800.00	
Purchases in year	-£841.24			
Cost of card reader purchased (2022)	-£1,808.42		-£119.00	-£919.00
Surplus on items sold	<u>£1,291.50</u>	£1,291.50	<u>£170.60</u>	£170.60
Interest Income (General & Ringfenced Funds)		£159.96		£9.52
		£5,053.04		£3,071.76
Expenditure				
Administration				
Storage Charges	£1,792.03		£1,287.18	
Insurance	£815.16		£795.10	
Expenses re displays & exhibitions			£69.80	
Hats Off Chesham	£46.97			
Subscription - Assoc of Independent Museums	£68.00		£65.00	
Membership & Fund Raising expenses	£64.02		£232.67	
Newsletters	£60.24			
Publicity	£195.00			
Website Fees			£62.24	
Sundries	£41.52			
	<u>£3,082.94</u>	-£3,082.94	<u>£2,511.99</u>	-£2,511.99
		£1,970.10		£559.77
Display Panels				
Trekkers Display Panel			-£102.00	
Waitrose information panel	-£30.00			
Net costs charged to Museum Reserves	<u>-£30.00</u>	-£30.00	<u>-£102.00</u>	-£102.00
Excess of income over expenditure		£1,940.10		£457.77

Balance Sheet	2022/23		2021/22	
Fixed Assets				
Book Value	£10,817.58		£10,817.58	
less Depreciation	<u>-£10,219.58</u>		<u>-£10,219.58</u>	
	£598.00	£598.00	£598.00	£598.00
Cash Balances				
Cash in Hand (Market Stall)	£50.00		£50.00	
Barclays Bank -				
Community Account	£2,499.64		£1,849.66	
Business Premium Accounts (See Note 1)				
General Reserve	£10,000.00		£23,000.40	
Ringfenced Donations (Note 1)	£19,250.00		£19,250.00	
Education Group	£824.75	£30,074.75	£383.02	£42,633.42
COIF Charities Deposit Fund (Note 1)	<u>£15,013.66</u>		<u>£14,930.54</u>	
Total cash balances	£47,638.05		£59,463.62	
Balance of ACE Grant due (received April 2023)	£1,415.00			
Stock of goods for sale	<u>£827.23</u>		<u>£967.18</u>	
Total current assets	£49,880.28	£49,880.28	£60,430.80	£60,430.80
		£50,478.28		£61,028.80
Current Liabilities				
Collections Care Grant (balance remaining unspent)	<u>-£297.00</u>		<u>-£101.62</u>	
	£50,181.28		£60,927.18	
Reserves				
General Reserve	£8,241.18		£47,783.41	
Add Surplus for year	<u>£1,940.10</u>		Deficit	<u>£457.77</u>
	£10,181.28	£10,181.28		£48,241.18
Transfer to Building Reserve (2021/22)				<u>-£40,000.00</u>
				£8,241.18
Building Reserve (for new premises)	<u>£40,000.00</u>			<u>£40,000.00</u>
Museum Funds	<u>£50,181.28</u>			<u>£48,241.18</u>
Arts Council England Grant (see note 4)				
Grant Received (2021/22)			£12,735.00	
Expenditure Incurred (2021/22)			<u>-£49.00</u>	
(See 2022/23 Income & Expenditure account showing use of these grants)			<u>£12,686.00</u>	£12,686.00
Retained Surplus Carried Forward		<u>£50,181.28</u>		<u>£60,927.18</u>

Notes

- The balances on the Barclays Premium General Reserve & Ringfenced Donations accounts together with the COIF Deposit represent the overall reserves. Of these sums the balance on the Ringfenced Donations account were donated on condition they be used for relocation to new premises. £40,000 of these combined funds have been designated as the Building Reserve
- A separate account is maintained in respect of Education / Schools projects.
- A grant of £14,150 was awarded by Arts Council England in 2021. This grant was shown in the 2021/22 accounts in the Balance Sheet but has now been relocated to the Income & Expenditure account as the funds have been fully expended.
- Any unspent portion of the Collections Care Grant may be repayable. This has now been spent and will appear in the next accounts.

CHESHAM MUSEUM

England & Wales - Charity number 1172671

Accounts

Charity Commission Annual Return 2022

CHESHAM MUSEUM

Charity registration number: 1172671

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2022.

PART A - Charity information

Financial period

Financial period start date

01/04/2021

Financial period end date

31/03/2022

Income and spending

Income £

£ 15,427

Spending £

£ 2,566

Fundraising - professional fundraiser

Did your charity raise funds from the public?

No

Government contracts

During the financial period for this annual return, did the charity receive income from contracts (other than grant agreements) with central government or local authorities?

No

Government grants

During the financial period for this annual return, did the charity receive income from grants from central government or local authorities?

Yes

How many grants did your charity receive from central government or local authorities?

1

What was the total value of these grants?

£ 12,735

Income from outside the UK

Did your charity receive income from outside the UK ?

No

Spending outside England & Wales

Did your charity operate outside England and Wales?

No

Total Spending outside England & Wales

£

Trading subsidiaries

Did the charity have any subsidiaries?

Trustee payments

Did any of the trustees receive any remuneration, payments or benefits from the charity other than refunds of legitimate trustee expenses?

Did any of the trustees resign and then take up employment with the charity?

Employees' salaries

Did any of your charity's staff receive total employee benefits of £60,000 or more?
Select No if your charity does not have any staff or does not pay any staff.

For your highest paid member of staff only, what was the total value of their employee benefits?
(For example if your highest paid member of staff received £35,000 enter 35000). If you do not have any staff or did not pay any staff, enter 0 (zero)

Volunteers

How many UK volunteers, excluding trustees, did the charity have during the financial period?

Financial controls

Did your charity review its internal financial controls?

Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

Information we receive from other sources

We may combine this information with information you give to us and information we collect about you.

We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.

As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.

Please check back frequently to see any updates or changes to our privacy policy.

Declaration

This annual return has not been submitted and no Declaration has been made

Chesham Museum
Income & Expenditure Account - year ended 31st March 2022

Income	2021/22		2020/21	
Membership Fees		£1,021.50		£1,017.00
Donations				
General	£1,116.42		£1,001.51	
Education Group (see note 1)	£30.00	£1,146.42	£0.00	£1,001.51
Chiltern & SB Lottery Receipts		£761.00		£738.50
Retail Sales (Market stall and other sales)				
Sales in year	£122.42		£1,265.67	
Stock of items for sale at year end (see note 2)	£967.18		£800.00	
	£1,089.60		£2,065.67	
Stocks carried forward (estimate)	-£800.00		-£1,500.00	
Purchases in year	£0.00		-£500.27	
Cost of card reader purchased	-£119.00	-£919.00	£0.00	-£2,000.27
Profit on items sold - see note	£170.60	£170.60	£65.40	£65.40
Fees for Images				£60.00
Interest Income		£9.52		£31.43
		£3,109.04		£2,913.84
Expenditure				
Administration				
Storage Charges	£1,287.18		£1,258.14	
Insurance	£795.10		£776.62	
Expenses re displays & exhibitions	£69.80		£0.00	
Dues & Subscriptions	£65.00		£112.00	
Membership & Fund Raising expenses	£232.67		£229.34	
Website Fees	£62.24		£87.42	
Schools projects (charged to Education Fund)	£37.28			
Sundries	£0.00		£6.45	
	£2,549.27	-£2,549.27	£2,469.97	-£2,469.97
		£559.77		£443.87
Brewery Information display panel outside Trekkers (See note 3)				
Production including artwork	-£102.00		-£720.00	
	-£102.00	-£102.00	-£720.00	-£720.00
Net cost charged to Museum Reserves				
Depreciation		£0.00		£0.00
2021/22 Surplus = Excess of income over expenditure (2020/21 deficit)		£457.77		-£276.13

Balance Sheet

<u>Current Assets</u>	2021/22		2020/21	
Cash in Hand	£50.00		£50.00	
Barclays Bank -				
Community Account	£1,849.66		£270.95	
Business Premium				
General Reserve	£23,000.40		£11,500.00	
Ringfenced Donations (Note 4)	£19,250.00		£19,250.00	
Education Group (Note 1)	£383.02	£42,633.42	£390.26	£31,140.26
COIF Charities Deposit Fund		£14,930.54		£14,924.20
Stock of goods for sale		£967.18	(Estimate)	£800.00
		<u>£60,430.80</u>		<u>£47,185.41</u>
		£60,430.80		£47,185.41
<u>Fixed Assets</u>		<u>Book Value</u>		<u>Book Value</u>
See schedule		£10,817.58		£10,817.58
Depreciation - previous years		<u>-£10,219.58</u>		<u>-£10,219.58</u>
		£598.00		£598.00
Less further depreciation		£0.00		£0.00
		<u>£598.00</u>		<u>£598.00</u>
		£598.00		£598.00
		£61,028.80		£47,783.41
<u>Current Liabilities</u>				
Sundry Creditors		<u>-£101.62</u>		£0.00
		<u>£60,927.18</u>		<u>£47,783.41</u>
<u>Reserves</u>				
Retained Surplus Brought Forward		£47,783.41		£48,059.54
Add Surplus for year (2020/21 Deficit)	Surplus	£457.77	Deficit	<u>-£276.13</u>
		£48,241.18		£47,783.41
Less - reserve for Costs of new Museum premises (See Note 4)		<u>-£40,000.00</u>		
General Reserve		£8,241.18		
Building Reserve (for new premises)		£40,000.00		
Museum Funds		£48,241.18		
Arts Council England Grant (see note 5)				
Grant Received		£12,735.00		
Expenditure Incurred		<u>-£49.00</u>		
		<u>£12,686.00</u>		
		£12,686.00		
Retained Surplus Carried Forward		<u>£60,927.18</u>		<u>£47,783.41</u>

Notes

- 1 A separate account is maintained in respect of schools projects.
- 2 A stock valuation was not carried out in 2020 or 2021 and estimated figures were used. Value now represents lesser of cost or estimated sale value.
- 3 A grant of £500 was received from Chesham Town Council in 2019/20 towards the cost of the panel displayed outside Trekkers. The cost of this display panel occurred over the following two years.
- 4 From the General Reserve carried forward from 2021 £40,000 has been set aside towards the costs of a replacement museum building. The balance on the Barclays Premium (Ringfenced Donations) account represents sums received for relocation costs. It is considered these donations form part of the reserve for a replacement building.
- 5 A grant of £12,735 was received from Arts Council England. This sum is fully committed to the Website redesign. Any funds not spent will be repayable so have been kept separate.

CHESHAM MUSEUM

England & Wales - Charity number 1172671

Accounts

Chesham Museum is registered with the Charities Commission (Reg No. 1172671)

Trustees:

- Katharine Dallas
- John Hatton (Treasurer)
- Andrew Ketteringham
- Karen Perkins (appointed 23 June 2021)
- Laurence Sharp
- Christopher Spruytenburg
- Peter Squire

Objects:

The objects of the charity are to establish and maintain a museum for the benefit of the people of Chesham and the wider area, and for visitors to the area. Through this to educate and expand knowledge of the area and its history.

Activities and Achievements (Year ended 31st March 2021):

For financial reasons the previous museum was closed, and the contents are in secure storage. Pending re-establishment of a 'physical' museum, our focus has been on furthering the understanding of the artefacts through an online presence, and through occasional exhibitions. We also have a series of 'storyboards' at places through the town illustrating aspects of local history.

During the year various activities have occurred:

- Maintaining and adding to storyboards
- [Annual Quiz night](#)
- [Walks and talks programme](#)
- [Monthly market stall.](#)

Address: During the period the museum is in storage enquiries should be addressed through the website <https://cheshammuseum.org.uk/> or via the Treasurer at the address below.

Accounts:

The Trustees have approved the attached accounts for the year ended 31st March 2021. The AGM is scheduled for xxx at Chesham Town Hall where these accounts will be ratified.

Signed on behalf of the Trustees:

(Original Signed)

John Hatton
519 Waterside, Chesham, HP5 1QF
17th September 2020

Chesham Museum
Income & Expenditure Account - year ended 31st March 2021

Income	2020/21		2019/20	
Membership Fees		£1,017.00		£1,575.50
Donations				
General	£1,001.51		£595.11	
Education Group (see note 2 re 2019/20)		£1,001.51	-£59.53	£535.58
Chiltern & SB Lottery Receipts		£738.50		£711.00
Fund Raising Events				
Quiz Night			£1,392.00	
Less expenses			-£443.38	£948.62
Walks (net of expenses)				£444.80
Talks (net of expenses)				£209.09
			£1,602.51	£1,602.51
Retail Sales (Market stall and other sales)				
Sales in year	£1,265.67		£2,019.28	
Stock of items for sale at year end	£800.00		£1,500.00	
	£2,065.67		£3,519.28	
Stocks carried forward	-£1,500.00		-£1,500.00	
Purchases	-£500.27	-£2,000.27	-£1,538.31	-£3,038.31
Profit on items sold		£65.40	£480.97	£480.97
Fees for Images		£60.00		£80.00
Interest Income		£31.43		£143.85
		£2,913.84		£5,129.41
Expenditure				
Administration				
Storage Charges	£1,258.14		£1,258.14	
Insurance	£776.62		£771.62	
Expenses re displays & exhibitions			£107.16	
Dues & Subscriptions	£112.00		£112.00	
Membership & Fund Raising expenses	£229.34		£9.89	
Website Fees	£87.42		£90.73	
Sundries	£6.45		£174.76	
	£2,469.97	-£2,469.97	£2,524.30	-£2,524.30
		£443.87		£2,605.11
Brewery Information display panel outside Trekkers (See note 3)				
Grant re Information Panels (2019/20)				£500.00
Production including artwork (2020/21)		-£720.00		
National Heritage Lottery Grant (2019/20 only)				
Display Case & Information Boards				
Expenditure incurred			£3,894.16	
Original Grant Received			£4,400.00	
Deemed unused proportion of Grant since repaid			-£564.00	-£3,836.00
Net cost charged to Museum Reserves			£58.16	-£58.16
Depreciation		£0.00		£0.00
2020/21 Deficit = Excess of expenditure over Income (2019/20 surplus)		-£276.13		£3,046.95

Balance Sheet

	2020/21		2019/20	
Current Assets				
Cash in Hand	£50.00		£50.00	
Barclays Bank -				
Community Account	£270.95		£114.80	
Business Premium				
General Reserve	£11,500.00		£11,250.00	
Ringfenced Donations (Note 1)	£19,250.00		£19,250.00	
Education Group (note 2)	£390.26	£31,140.26	£390.25	£30,890.25
COIF Charities Deposit Fund		£14,924.20		£14,906.49
Stock of goods for sale		£800.00		£1,500.00
		<u>£47,185.41</u>	<u>£47,461.54</u>	<u>£47,461.54</u>
-				
Fixed Assets				
		<u>Book Value</u>		<u>Book Value</u>
See schedule		£10,817.58		£10,817.58
Depreciation - previous years		<u>-£10,219.58</u>		<u>-£10,219.58</u>
		£598.00		£598.00
Less further depreciation		£0.00		£0.00
		<u>£598.00</u>		<u>£598.00</u>
		£598.00		£598.00
		<u>£47,783.41</u>		<u>£48,059.54</u>
Current Liabilities				
Sundry Creditors		£0.00		£0.00
		<u>£47,783.41</u>		<u>£48,059.54</u>
Reserves				
Retained Surplus Brought Forward		£48,059.54		£45,012.59
Less Deficit for year 2020/21 (Surplus in 2019/20)		<u>-£276.13</u>		£3,046.95
Retained Surplus Carried Forward		<u>£47,783.41</u>		<u>£48,059.54</u>

Notes

- 1 The balance on the Barclays Premium (Ringfenced Donations) account represents sums received for relocation costs
- 2 The balance on the Barclays Premium (Education Group) account represents a sum for future group use.
- 3 A grant of £500 was received from Chesham Town Council in 2019/20 towards the cost of the panel displayed outside Trekkers