

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?

No

Trustee payments

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

No

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

No

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.

No

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)

£ 0

Volunteers

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

20

Financial controls

Did your charity review its internal financial controls?

Yes

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
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
Profit on items sold - see note	£170.60	£170.60	£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
		£559.77	£443.87
Brewery Information display panel outside Trekkers (See note 3)			
Production including artwork	-£102.00		-£720.00
Net cost charged to Museum Reserves	-£102.00	-£102.00	-£720.00
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
COIF Charities Deposit Fund		£14,930.54	£14,924.20
Stock of goods for sale	£967.18	(Estimate)	£800.00
	£60,430.80	£60,430.80	£47,185.41
<u>Fixed Assets</u>			
	Book Value		Book Value
See schedule	£10,817.58		£10,817.58
Depreciation - previous years	-£10,219.58		-£10,219.58
	£598.00		£598.00
Less further depreciation	£0.00		£0.00
	£598.00	£598.00	£598.00
		£61,028.80	£47,783.41
<u>Current Liabilities</u>			
Sundry Creditors	-£101.62		£0.00
		£60,927.18	£47,783.41
<u>Reserves</u>			
Retained Surplus Brought Forward		£47,783.41	£48,059.54
Add Surplus for year (2020/21 Deficit)	Surplus	£457.77	Deficit
		£48,241.18	-£276.13
		-£40,000.00	£47,783.41
Less - reserve for Costs of new Museum premises (See Note 4)			
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	-£49.00		
	£12,686.00	£12,686.00	
Retained Surplus Carried Forward		£60,927.18	£47,783.41

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.