

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			
	£16,150.00			
ACE Grant Expenditure	-£14,200.99			
River & Railway Exhibition expenses	-£2,507.71			
Balance charged to Museum reserves	-£558.70	-£558.70		
<u>Collections Care Grant</u>	£836.24			
Expenditure to date	-£539.24			
Balance remaining (refundable if unspent)	£297.00			
Transfer to balance sheet (see note 4)	-£297.00			
	£0.00	£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	£441.73	£441.73	-£7.28	-£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	
	£3,099.92		£1,089.60	
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	£1,291.50	£1,291.50	£170.60	£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			
	£3,082.94	-£3,082.94	£2,511.99	-£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	-£30.00	-£30.00	-£102.00	-£102.00
Excess of income over expenditure	£1,940.10		£457.77	

Balance Sheet		2022/23	2021/22
<u>Fixed Assets</u>			
Book Value	£10,817.58		£10,817.58
less Depreciation	-£10,219.58		-£10,219.58
	£598.00	£598.00	£598.00
<u>Cash Balances</u>			
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	£383.02	£42,633.42
COIF Charities Deposit Fund (Note 1)	£15,013.66		£14,930.54
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	£827.23		£967.18
Total current assets	£49,880.28	£49,880.28	£60,430.80
		£50,478.28	£61,028.80
<u>Current Liabilities</u>			
Collections Care Grant (balance remaining unspent)	-£297.00		-£101.62
	£50,181.28		£60,927.18
<u>Reserves</u>			
General Reserve	£8,241.18		£47,783.41
Add Surplus for year	£1,940.10		£457.77
	£10,181.28	£10,181.28	£48,241.18
Transfer to Building Reserve (2021/22)			-£40,000.00
			£8,241.18
Building Reserve (for new premises)	£40,000.00		£40,000.00
Museum Funds	£50,181.28		£48,241.18
Arts Council England Grant (see note 4)			
Grant Received (2021/22)			£12,735.00
Expenditure Incurred (2021/22)			-£49.00
(See 2022/23 Income & Expenditure account showing use of these grants)			£12,686.00
Retained Surplus Carried Forward	£50,181.28		£60,927.18

Notes

- 1 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
- 2 A separate account is maintained in respect of Education / Schools projects.
- 3 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.
- 4 Any unspent portion of the Collections Care Grant may be repayable.
This has now been spent and will appear in the next accounts.