

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	£2,640.99		£919.30
Less adjusted purchases	£1,397.41		£332.74
	£1,243.58	£1,243.58	£586.56
Chesham Calendar			
Sales	£976.00		£1,000.85
Printing & Design Costs	£515.60		£508.50
	£460.40	£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		£7,697.42	£6,582.39
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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)	£8,369.85		
	£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	£41.52
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		£16,327.96	£4,632.30
Operating Deficit (2023 Surplus)		£8,630.54	£1,950.09
Other Income			
Interest Income		£1,184.19	£159.96
Total Other Income		£1,184.19	£159.96
Overall Deficit (2023 Surplus)		£7,446.35	£2,110.05

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)	£3,850.00	
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	£493.70	£2,499.64
Current Account	£6,000.00	£10,000.00
Savings Account - General Reserve	£813.24	£824.75
Savings Account - Education Group	£2,180.00	£19,250.00
Savings Account - Ring Fenced Property Fund	£9,486.94	£32,574.39
Charities Official Investment Fund - Deposit Account	£15,933.96	£15,013.66
Market Stall Cash	£50.00	£50.00
Town Hall Cash Box	£85.35	
Town Hall Donations Box	£46.05	
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	£27,508.92	£49,880.28
Total Current Assets	£27,508.92	£49,880.28
Creditors: amounts falling due within one year	£79.00	
Accounts Payable		
Collections Care Grant	£297.00	£297.00
Reserve for outstanding expenditure	£297.00	
Less spent in 2023/24 year	£0.00	
Reserve for Additional New Museum Costs (See note 1)	£94.99	
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	£2,110.05	£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