

# **The Museum of Dartmoor Life**



## **Trustees' Annual Report 2025**

### **Aim and Purpose**

The aim of the charity is to provide and maintain the Museum of Dartmoor Life. The museum exists to provide opportunities for visitors, volunteers and members of the local community to learn about and enjoy the cultural and natural heritage of Dartmoor and Okehampton.

### **Objectives and Activities**

The trustees' objectives are to collect, conserve and interpret artefacts and stories relating to Dartmoor, its history and people, and to engage with visitors and the local community to inspire diverse audiences and future generations to appreciate and protect the Dartmoor and its heritage. The museum maintains the existing collection and conserves artefacts and records, presenting them to the public in an absorbing and informative way. The museum co-curates an annual exhibition and aspires to be a vibrant centre of lifelong learning with an exciting and diverse programme of workshops and events for the local community and visitors alike. It is a specific objective that the museum is for the public benefit, whether this is part of life long learning or maintaining and developing the collection for visitors and the local community.

### **Achievements, Performance and Outlook**

The museum normally opens from March to October and the 2024 season proved productive with a steady stream of visitors. Our 'Magic and Myth' exhibition proved most popular and visitors also attended talks from guest speakers and organised themed walks on Dartmoor to compliment the exhibition. This remarkable exhibition encouraged many visitors who had not previously visited the museum. Our theme for 2025 is 'A Shroud for Mother Nature- Is Dartmoor Dying?' which The Royal Society have awarded a grant. The museum has a growing reputation for the quality of its annual exhibition.

We welcomed more than 7,500 visitors, which included overseas visitors, local schools and groups. The museum continues to undertake the role of providing tourist information for the North Dartmoor area.

Routine maintenance and some essential improvements to the fabric of the building have been achieved, although there is continued deterioration to the fabric of the building's infrastructure which was not addressed in the 2004 refurbishment. A costed condition survey has been undertaken and listed works required at £524,000. These works will form part of the museum's bid to the National Lottery Heritage Fund. Without substantial investment and improvement in the museum's infrastructure, this important heritage, community hub and visitor attraction may be lost to future generations. The museum has a policy of sustainability and a longer term environmental control programme, if externally funded, it will be put in place over the next five years to maintain the integrity of the museum and collection.

The trustees have set out their five year plan and continue to monitor and develop the strategic vision that will require, potentially; audience development, new digital interpretation and development of the premises. The project will need engagement with grant giving bodies, as well as a bid to the National Lottery Heritage Fund. New trustees with specific skills have been recruited specifically to help develop the museum's future. Trustees have continued to ensure good governance is in place and trustees, staff and volunteers have received external training (electronically) to assist with our objectives.

The museum was reaccredited with the Arts Council in 2017 and will continue with accreditation when the scheme is reintroduced by the Arts Council in 2025.

## **Financial Review**

In this accounting period the trustees continued their policy of financial caution, especially with the uncertainty of income streams and continually increasing utility and maintenance costs. However, the charity continued its trend of producing a small surplus over operating income and expenditure. Capital assets at the end of the accounting period are £315,000 although these assets cannot be used without undermining the work of the charity. Surplus funds have been set aside to invest in development and infrastructure funding, together with any matched funding requirements.

There remain a number of financial risks to the charity, not least any loss of rental or grant income. Therefore, the priority is to increase visitor numbers and shop revenue to offset any potential loss of revenue in other areas. The trustees will continue to exercise prudence in the next financial period and seek grants where possible.

The trustees are particularly grateful for the continued support of Okehampton Town Council without whose financial assistance the museum and charity would have ceased to be a going concern.

## **Reserves**

It is the charity's policy to maintain a balance on unrestricted funds, which equates to at least three months expenses and an amount to cover emergency situations that may arise from time to time, equivalent to £25,000. The balance of £72,077 held in unrestricted funds, meets this target. The trustees will continue with measures to ensure that cash reserves are maintained and available to meet unforeseen eventualities.

## **Volunteers**

Our volunteers continue to be the life blood of the organisation and the museum would not survive without the dedicated service provided by our volunteers. The trustees would like to take this opportunity to formally thank all volunteers who work tremendously hard in ensuring that the museum continues to fulfil its purpose. Without our volunteers' valuable contribution, the museum would be unable to meet its objectives. Volunteers undertake a variety of vital roles. These ensure that the maintenance, collection care and documentation of the museum's core activities are maintained.

In addition, in 2024 the front of house volunteers continued to provide the valued tourist information service that has received many plaudits. The museum continues to seek volunteers, especially front of house information advisers, who have an interest in supporting the community through the museum and its activities.

It is the aspiration of the trustees that all volunteers should enjoy a meaningful experience when associated with the museum and every effort is made to ensure their experience is as fulfilling and structured as possible.



## Structure, Governance and Management

The method of appointment of trustees and the charity's officers is set out in the charity's governing document. The trustees are responsible for the running of the museum and meet at least six times a year. This can be virtually or in person. Administrative matters are overseen by the trustees' officers which consist of the chair, secretary and treasurer. Routine operational matters are delegated to the manager who, with lead volunteers, has day to day operational responsibilities. The trustees will continue to seek new trustees with appropriate skills to enhance the work of the charity.

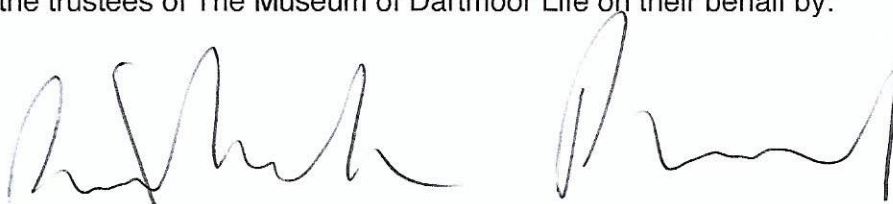
## Administrative Information

The trustees during the year and up to the date of this report are:

Deborah Pritchard	Appointed May 24 - Chair
Karen Munn	Appointed Feb 25 - Secretary
Jonathan Gilpin	Appointed Feb 25 - Treasurer
Jan Goffey	
Jane Marchand	
Dr Jenna Spellane	
Joanna Rowse	
John Palmer	
Laura Bird	
Philip Hutt	Resigned Mar 25
Richard Jennings	Resigned Oct 24
Dr Mary Seddon	Resigned Feb 25
Antonio Rinaldi	Resigned Mar 25

Approved by the trustees of The Museum of Dartmoor Life on their behalf by:

Trustee



Trustee



Date

3 Jan 26.



# The Museum of Dartmoor Life

## Receipt and Payment Accounts

**Charity No**  
**1173111**

For the period  
from **1 Apr 2024** To **31 Mar 2025**

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Front of House Sales	30,736			30,736	24,632
Rents	14,780			14,780	13,518
Donations	1,345			1,345	720
Grants	5,000	3,475		8,475	5,126
Refunds/Other	757			757	217
Bank Interest	1,699			1,699	681
<b>Sub total</b> (Gross income for AR)	<b>54,317</b>	<b>3,475</b>	<b>-</b>	<b>57,792</b>	<b>44,894</b>
<b>A2 Asset and investment sales, (see table).</b>					
	- 0	- 0	- 0	-	
	- 0	- 0	- 0	-	- 0
<b>Sub total</b>	<b>- 0</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>	<b>- 0</b>
<b>Total receipts</b>	<b>54,317</b>	<b>3,475</b>	<b>- 0</b>	<b>57,792</b>	<b>44,894</b>
<b>A3 Payments</b>					
Staff Costs	17,812			17,812	15,494
Stock	7,216			7,216	3,397
Event Costs	1,224	3,435		4,659	1,291
Utilities	5,000			5,000	4,995
Insurance	3,057			3,057	3,091
Routine Maintenance	1,694			1,694	2,342
Repairs and other Property Costs	9,327			9,327	4,219
Communications	1,182			1,182	999
Administration	805			805	1,051
Capital Expenditure	1,080			1,080	626
Volunteer Travel and Subsistence	1,080			1,080	1,332
Professional and Management Fees	936			936	1,018
Marketing	1,169			1,169	1,056
Development					2,100
Collection and Other Costs	48			48	162
<b>Sub total</b>	<b>51,630</b>	<b>3,435</b>	<b>-</b>	<b>55,065</b>	<b>43,173</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	- 0	- 0	- 0	-	
	- 0	- 0	- 0	-	- 0
<b>Sub total</b>	<b>- 0</b>	<b>- 0</b>	<b>- 0</b>	<b>-</b>	<b>- 0</b>
<b>Total payments</b>	<b>51,630</b>	<b>3,435</b>	<b>- 0</b>	<b>55,065</b>	<b>43,173</b>
<b>Net of receipts/(payments)</b>	<b>2,687</b>	<b>40</b>	<b>-</b>	<b>2727</b>	<b>1,721</b>
<b>A5 Transfers between funds</b>				-	-
<b>A6 Cash funds last year end</b>	<b>69,350</b>			<b>69,350</b>	
<b>Cash funds this year end</b>	<b>72,037</b>	<b>40</b>	<b>-</b>	<b>72,077</b>	<b>69,350</b>

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

## Categories

## Details

## B1 Cash funds

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Lloyds Bank 30-96-23 28255168	4,489	40	-
Lloyds Bank Deposit 18515851LS	26,498		-
Lloyds Bank 32 Day Notice 20970956LS	35,446		
Lloyds Bank Instant Access 34918368	5,435		
Petty Cash	169	-	-
<b>Total cash funds</b>	<b>72,037</b>	<b>40</b>	<b>-</b>

## B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Stock	1,000	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

## B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-

## B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Museum Premises	Unrestricted funds	-	300,000
Fixtures, Fittings and Equipment	Unrestricted funds		15,000
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

## B5 Liabilities

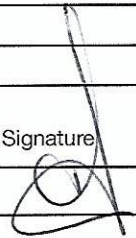
Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	

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

Signature

Print Name

Date of approval



R SENWINGAS

12th 25



## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

### Independent Examiner's Report to the Trustees of The Museum of Dartmoor Life

I report on the accounts for the year ended 31 March 2025 which are set out on pages 4 and 5 above.

#### Respective responsibilities of trustees and examiner:

The charity's trustees consider that an audit is not required for this year (under section 43 (2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to:

examine the accounts (under section 43 of the Act), to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43 (7)(b) of the Act), and to state whether particular matters have come to my attention.

#### Basis of independent examiner's report:

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

to keep accounting records in accordance with section 41 of the Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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25 April 2025