

THAME MUSEUM TRUST



TRUSTEES ANNUAL REPORT AND STATEMENT OF ACCOUNTS For year ending 31 March 2023

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REFERENCE AND ADMINISTRATIVE DETAILS

Charity Commission Registered Charity 1174795

An Arts Council Accredited Museum

Museum Address

79 High Street, Thame OX9 3AE

Trustees

Mr Adrian Dite Chair of Trustees

Mrs Alexandra Perry Treasurer

Mr Michael L Dyer

Mrs Linda Emery

Mr David A Laver

Mrs Helen Johns

Mr Philip Williams

Mrs Lin Wylie

Town Council Nominees

Councillor Paul Cowell

Thame Historical Society Nominees

Mr Maurice Kirtland

Mr Paul Earley

Secretary

Mr David McBrien

Accounts Independent Examiner

Mrs Ann Green, 32 Holliers Close, Thame OX9 2EN

Bankers

Barclays Bank PLC, 1 Churchill Place, London E14 5HP

Insurers

Aviva Insurance Ltd, Pitheavlis, Perth PH2 0NH

ANNUAL REPORT OF THE TRUSTEES AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 MARCH 2023

The Trustees present their report with the financial statements of the charity for the year ending 31 March 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2015.

CHAIR OF TRUSTEES REPORT

The Museum has had one of its best years ever. Two exceedingly successful exhibitions, "Tribute to Robin Gibb" and "25th Anniversary of Midsomer Murders TV Programme", have seen record numbers of visitors with a direct positive impact on our finances. None of this would have been possible without the dedication of the teams of volunteers either front of house, opening up and greeting our visitors, or the working groups pulling the exhibitions together, and indeed those running the daily life of the Museum. A sincere and heart felt Thank You to you everyone. As you are all aware, everything that happens, happens because a volunteer makes it happen.

As a totally volunteer run and led organisation (we had 62 volunteers as at 31 March 2023) we are always looking to recruit more volunteers to ensure the future of the Museum.

Apart from the temporary exhibitions already mentioned, the Museum had great success with the Thame Mill Laundry and Thame Park exhibitions and due to the level of research done by the teams we were able to produce accompanying booklets.

The Museum continues work with the community of Thame, with the Queen's Jubilee exhibition being the first joint work with U3A, which has now become a regular arrangement. We continue to work with the local schools, hosting visits from Lord Williams School year 7, John Hampden, St Joseph's and Barley Hill primary schools, and also accommodating the Lord Williams School Print exhibition. To add to the school work, we were also very pleased to be able to show some of Peregrine Heathcote's paintings in the Main Gallery.

In terms of the wider community, we have supported the Thame History Fair and the production "Our Town, Our Story", a play about the history of Thame. We have been able to run many children's activities including Arts Award accreditation programmes.

Apart from our eclectic and successful monthly talks programme, available face-to-face and online, we co-hosted with Thame Arts & Literary Festival larger talks events at the Thame Players Theatre, which have seen sell-out audiences.

We were also pleased to host a visit from MyVision Oxford, a local partially-sighted group, and further visits are planned.

We are very happy to continue our partnership with the "Midsomer Murders Tours" programme, which brings both people and funds into the Museum. We are also very pleased to be working with some of the local businesses who offer us support in various ways.

The Museum has collaborated with Thame Town Council on the Peculiar Pot trail in Thame. This is a story trail that weaves elements of Thame's history into a magical and intriguing tale of adventure set in three locations, in three very different times that are connected to

Thame's heritage and history as well as to its future. The goals of this trail include enhancing the interest in local history, especially for children, and highlighting the existence of the Museum within the town.

We are very pleased with the ongoing relationship with a local estate agent (Martin & Co) who have been offering support in terms of loaning specialist equipment when required and sponsorship throughout the year, and we thank them for their continued support.

All these activities help us to tell "The Story of Thame", giving a sense of place and bringing the town's history to life. The Museum wants to be seen as a welcoming, family friendly environment, relevant to residents today.

Work continues to develop our 2024 Forward Plan together with requirements to renew our accreditation. Following on from our audience research project last year, we have some key development activities such as a visitor learning plan, a new marketing strategy and an approach as to how best to showcase the archaeological discoveries from the site off Oxford Road. We have been helped throughout by Emily Toettcher acting as our mentor, and support from Sarah Menary from South East Museum Development.; we are very grateful to have this professional guidance.

I am pleased to say that Dwina Gibb has agreed to be a patron of the Museum following her tremendous support throughout the year and we look forward to continuing that relationship.

I end this review of the year with a massive thank you to the Members of the Trust who have continued their membership, and support of the 100 Club, which underpins the running costs of the Museum.

The Trustees are confident of the Museum's future, both in its own right and as a part of the wider Thame community, and I am extremely proud to be part of it.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was established by constitution signed on 06 February 2004 as a Charitable Unincorporated Association and is governed under its Constitution that delineates the objects and powers of the Charitable Trust. The Charitable Trust was registered with the Charity Commission number 1125432. It has now been dissolved and was removed from the Charity Commission register in July 2019.

On 22 September 2017 a Charitable Incorporated Organisation (CIO) was registered with the Charity Commission number 1174795 in the name of Thame Museum Trust. The Objects and Aims of the CIO are identical with the Objects and Aims of the previous charity. The CIO took overall responsibility for the Trust from 01 April 2018.

The financial statements are prepared in accordance with the Trust's constitution and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS102).

Reserves Policy and Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees reviewed its financial controls on 17 April 2023.

The Trustees have approved holding reserves which equate roughly to 1.5 years overheads, being £15,000, to guard against unexpected costs.

The Trust leases a building for the purposes of running the Museum. This is held on a 25-year lease from Thame Town Council at the rate of £1 per annum.

The Trust does not have access to any overdraft or loan facility.

Arts Council Accreditation

In 2007 the Trustees were pleased to announce that the Museum was the first museum of its style to directly achieve the Accreditation Standard set for Museums. The Museum's Arts Council accreditation was renewed in 2013 and again in 2017; a reapplication for accreditation will be made in 2025, or earlier should the Arts Council's processes allow.

Operations Group

The day to day running of the Museum has been delegated by the Trustees to an Operations Group which is constituted as:

- Chair, Secretary and Treasurer;
- Members representing the functions of the Museum:
 - Access Team (subsequently known as the Activities Team), incorporating activities relating to Exhibitions and Events, Children and Families, and Publicity and Marketing
 - Collections Team
 - Enabling Team, incorporating support for Volunteers, Finance, IT and the Building

This Operations Group and its supporting structure facilitates the natural collaborative style of team working within the Museum. The make-up of the Operations Group changes based on the needs of the Museum and the group itself.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The principal object of the Trust is:

To advance education by the establishment and maintenance of a museum in local history and in particular, but not exclusively, to Thame and the surrounding area.

In planning our activities, we have kept in mind the Charity Commission's guidance on public benefit.

The primary public benefits to the community are:

- Operation of a local history Museum which collects and conserves artefacts relating to life in the Thame area in accordance with the Collections Policy;
- Providing a facility for members of the public to carry out local history research;
- Holding regular public talks with a historical theme and temporary exhibitions and displays on historical and artistic themes; and
- Collaborative working with local children's groups, local businesses and schools to improve access to the Museum and its collections and enhance its operations.

VISITOR ATTENDANCE FIGURES

Visitor attendance for the past five years is:

Year	2022/23	2021/22	2020/21	2019 /20	2018/19
Total visitors	6,782	2,530	492	3,900	3,860
Days open	178	*104	*28	163	177
Average visitors per open day	38	24	18	24	22

* During the year we opened when it was legal to do so within relevant covid regulations, and when there were sufficient Volunteers available to ensure public safety. We were pleased to note that the average visitor numbers were largely maintained during this unprecedented period.

TRUSTEES

As requested at the 2018 AGM, members asked for the Annual Report to include the length served by each Trustee.

AGM	Sep-20			Jun-21			Jun-22			Jun-23		
Trustee	Stood down	Elected	Complete years	Stood down	Elected	Complete years	Stood down	Elected	Complete years	Stood down	Elected	Complete years
Paul Cowell (Thame Town Council)			1			2			3			4
Adrian Dite			3	√	√	0			1			2
Michael Dyer	√	√	0			1			2	√		3
Paul Earley (Historical Society)					√	0			1			2
Linda Emery			3	√	√	0			1			2
Maurice Kirtland (Historical Society)			3			4			5			6
David Laver			1			2			3	√		
Helen Johns								√	0			1
Ann Midwinter			2			3	√		0			
Alexandra Perry		√	0			1			2			3
Philip Williams			3	√	√	0			1			2
Lin Wylie			1			2			3	√		

In accordance with the constitution, one third of elected Trustees are required to stand down on a longest served basis, but they shall be eligible for re-election at the AGM. At this time, David Laver, Lin Wylie and Michael Dyer are retiring. Lin Wylie and Michael Dyer will be seeking re-election at the AGM. David Laver will not be seeking re-election.

ON BEHALF OF THE BOARD OF TRUSTEES

Adrian Dite

Mr A Dite, Chair of Trustees Dated: 14 June 2023

FINANCIAL REVIEW

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2023

The Trustees acknowledge their responsibility for preparation of financial statements and consider that under Section 144(2) of the Charities Act 2011 (the 2011 Act) a formal audit is not required and that an independent examination is required for the year ending 31 March 2023.

The financial statements were examined and approved by the Board of Trustees on 14 June 2023 and signed on behalf of the Trustees by: Adrian Dite

INDEPENDENT ACCOUNTS EXAMINER'S REPORT TO THE TRUSTEES OF THAME MUSEUM TRUST

I report to the Trustees on my examination of the accounts of the Thame Museum Trust (the Trust) for the year ending 31 March 2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Ann Green (original on file)

Name: Mrs Ann Green

Relevant professional qualification or membership of professional bodies: ACA

Address: 32 Holliers Close, Thame OX9 2EN

Date 03 May 2023

ANNUAL ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2023
THAME MUSEUM TRUST
CHARITY NO: 1174795
STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Income Funds £	Total Funds £	Prior Year Funds £
Incoming resources	3				
Donations		13,060	1,140	14,200	3,909
Grants	4	-	270	270	18,430
Fundraising		25,090	-	25,090	5,306
Membership		1,979	-	1,979	2,595
Talks, room hire & other income		1,394	-	1,394	379
Total		41,523	1,410	42,933	30,619
Resources expended	5				
Raising funds		16,451	-	16,451	5,941
Building expenses		7,933	-	7,933	8,646
Office expenses		7,962	1,237	9,199	4,905
Total		32,346	1,237	33,583	19,492
Net income / (expenditure)		9,177	173	9,350	11,127
Transfers between funds		278	(278)	-	-
Net movement in funds		9,455	(105)	9,350	11,127
Reconciliation of funds					
Total funds brought forward		54,333	470	54,803	43,676
Total funds carried forward		63,788	365	64,153	54,803

BALANCE SHEET

	Notes	Unrestricted Funds £	Restricted Income Funds £	Total Funds £	Prior Year Funds £
Current assets					
Stocks	6	3,127	-	3,127	2,247
Debtors	7	35	-	35	413
Cash at bank and in hand		63,138	365	63,503	55,242
Total current assets		66,300	365	66,665	57,902
Creditors: amounts falling due within one year	8	(2,512)	-	(2,512)	(3,099)
Total net assets		63,788	365	64,153	54,803
Funds					
Restricted income funds		-	365	365	470
Unrestricted funds		63,788	-	63,788	54,333
Total funds	9	63,788	365	64,153	54,803

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

1.2. Going concern

The accounts have been prepared on a going concern basis. The Trust has received non-repayable grants during the 2020 and 2021 which would cover almost three times the average annual running cost of the museum.

2. Accounting policies

2.1. Income

Recognition of income: income is included in the SoFA when the Trust becomes entitled to the resources, it is more likely than not that the Trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting: there has been no offsetting of assets and liabilities, or income and expenditure, unless required or permitted by the FRS 102 SORP.

Grants and donations: are only included in the SoFA when the general income recognition criteria are met.

Tax reclaims on donations: Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help: The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

2.2. Expenditure and liabilities

Liability recognition: Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the Trust to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Creditors: The Trust has creditors which are measured at settlement amounts less any trade discounts.

Stocks: Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Debtors: Debtors (including trade debtors) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the Trust. Subsequently, they are measured at the cash or other consideration expected to be received.

3. Analysis of incoming resources

	Unrestricted Funds £	Restricted Income Funds £	Total Funds £	Prior Year Funds £
Donations				
Donations	12,693	1,140	13,833	3,735
Gift Aid	367	-	367	174
Total	13,060	1,140	14,200	3,909
Grants				
Retail, Hospitality & Leisure Scheme	-	-	-	16,000
South East Museums Development Office	-	270	270	2,430
Total	-	270	270	18,430
Fundraising				
Events and projects	4,342	-	4,342	1,539
100 Club	795	-	795	1,020
Shop sales	19,953	-	19,953	2,747
Total	25,090	-	25,090	5,306
Membership				
Subscriptions	1,560	-	1,560	2,298
Gift Aid	419	-	419	297
Total	1,979	-	1,979	2,595
Talks, room hire & other income				
Talks *	498	-	498	223
Room hire	-	-	-	40
School visits & Arts Award	755	-	755	-
Other income	141	-	141	116
Total	1,394	-	1,394	379
Total income	41,523	1,410	42,933	30,619

* Talks income is net of subscriptions to the online shop provider through which tickets are sold, and the subscription to the live-stream platform provider.

4. Analysis of receipts of government grants

£270 was received from South East Museum's Development Office for the purpose of audience research.

5. Analysis of resources expended

	Unrestricted Funds	Restricted Income Funds	Total Funds	Prior Year Funds
	£	£	£	£
Raising Funds				
Events and projects	524	-	524	531
Shop purchases	10,096	-	10,096	1,703
Collections management	5,141	-	5,141	1,673
Advertising and website	439	-	439	1,517
Other expenses	251	-	251	535
Total	16,451	-	16,451	5,941
Building expenses				
Utilities	3,867	-	3,867	4,607
Maintenance contracts	1,472	-	1,472	1,284
Repairs and renewals	1,450	-	1,450	1,820
Cleaning	673	-	673	496
Insurance	471	-	471	439
Total	7,933	-	7,933	8,646
Office expenses				
Stationery and postage	246	-	246	220
Printing	1,335	-	1,335	434
Subscriptions **	292	-	292	332
Training	101	-	101	293
Computers and software	5,438	1,000	6,438	1,034
Other expenses ***	550	237	787	2,592
Total	7,962	1,237	9,199	4,905
Total expenditure	32,346	1,237	33,583	19,492

** Subscriptions were paid for memberships including the Museums Association, Oxfordshire Museums Council and Association of Independent Museums.

*** Expenditure of £237 related to an audience research project, as funded by

South East Museums Development Office.

6. Stocks

Stocks represents finished goods held for sale in the shop within the Museum and online.

7. Debtors

	2023	2022
	£	£
Trade debtors	35	25
Prepayments	-	388
	<u>35</u>	<u>413</u>

8. Creditors – amounts falling due within one year

	2023	2022
	£	£
Trade creditors	690	308
Prepaid 100 Club membership	495	480
Prepaid talks tickets	99	110
Other creditors	1,228	2,201
	<u>2,512</u>	<u>3,099</u>

9. Trust's funds

Details of funds held and movements during the CURRENT reporting period:

Fund name	Balance brought forward £	Income £	Expenditure £	Transfers £	Balance carried forward £
Unrestricted					
General fund	35,293	40,630	(32,346)	1,171	44,748
Designated					
100 Club	-	893	-	(893)	-
RH&L grant	4,040	-	-	-	4,040
Capital projects	15,000	-	-	-	15,000
Total	54,333	41,523	(32,346)	278	63,788
Restricted					
Handling objects	153	-	-	-	153
Rycotewood pictures	209	-	-	-	209
Audience Research Project	108	410	(237)	(278)	-
Technology upgrade	-	1,000	(1,000)	-	-
Total	470	1,410	(1,237)	(278)	365
Total funds	54,803	-	-	-	64,153

Details of funds held and movements during the PREVIOUS reporting period:

Fund name	Balance brought forward	Income	Expenditure	Transfers	Balance carried forward
	£	£	£	£	£
Unrestricted					
General fund	23,137	26,837	(15,286)	605	35,293
Designated					
100 Club	-	1,352	-	(1,352)	-
RH&L grant	4,040	-	-	-	4,040
Accounting software	582	-	(828)	246	-
Capital projects	15,000	-	-	-	15,000
Total	42,759	28,189	(16,114)	(501)	54,333
Restricted					
Publications	255	-	(270)	15	-
Handling objects	153	-	-	-	153
Children's facilities	-	-	-	-	-
Rycotewood pictures	209	-	-	-	209
Audience Research Project	-	2,430	(2,322)	-	108
Chairman's chairs	300	-	(786)	486	-
Total	917	2,430	(3,378)	501	470
Total funds	43,676	30,619	(19,492)	-	54,803

Funds are held under two headings:

- (1) Unrestricted funds, including designated funds, can be used in accordance with the Trust's charitable objectives at the discretion of the Trustees.
- (2) Restricted funds can only be used for particular purposes within the objects of the Trust. Restrictions arise when donations or grants are made for a particular purpose or project and restrictions are applied by the grant maker or donor.

10. Transactions with Trustees and related parties

10.1. Trustees' expenses

Type of expense reimbursed	2023 £	2022 £
Building maintenance	279	1,109
Collections, exhibitions and advertising	418	323
Stationery, postage, training and IT consumables	748	648
Volunteer events	-	254
	1,445	2,334

6 trustees were reimbursed during 2023 (5 in 2022).

10.2. Transactions with related parties

There have been no material transactions with related parties in the reporting period other than expenses reimbursed to Trustees as reported above.

**MINUTES OF THE ANNUAL GENERAL MEETING OF THAME MUSEUM TRUST
(CHARITABLE INCORPORATED ORGANISATION NO. 1174795) HELD ON 25 JUNE
2022 AT 10.30AM**

AGM (in person at Thame Town Hall and via Zoom)		Date: 25 June 2022 (10:30)
Chairman:	The meeting was chaired by Mr Adrian Dite.	
Members present:	The number of members present was 26 in total (22 at Thame Town Hall and 4 via Zoom) which was above the quorum of the Museum membership (currently 153) required to hold the meeting.	
Apologies:	Apologies were received from 16 members.	
Item	Discussion	
1. 2021 AGM Minutes Review	There were no matters arising from the review of the AGM minutes from the previous year and these were approved by the members present.	
2. Trustees Annual Report for 2021/22 Review	<p>The annual report was issued in advance in draft form to all members for pre-reading.</p> <p>The Chairman summarised the key points from the report, thanking the Volunteers for all their continued excellent work and support for the Museum. The number of Volunteers has increased slightly year on year and that has enabled the Museum to be open for more days in the week. There are currently 153 members, and the Chairman took the opportunity to highlight the benefits of the 100 Club.</p> <p>The Chairman explained that we came out of the pandemic with two great exhibitions, namely Two Birds and Thame Park. The Museum also supported the Thame Art Crawl.</p> <p>The online shop is doing well and creating quite a bit of revenue. The Chairman passed on his personal thanks to Nickie and the team.</p> <p>Two leaks in the building were fixed during the year and now it needs to be considered how to fix the water damage internally.</p> <p>The Chairman explained that the Museum team is progressing what is required to renew accreditation in the next year.</p> <p>There is ongoing work to continually improve the IT systems, including plans to replace a number of the aging PCs.</p> <p>The Chairman passed on his thanks on behalf of the Museum team to Emily Toettcher for her excellent work and support during the year in her role as the Museum's mentor.</p> <p>The Museum undertook an Audience Research Project with a very useful report now being available. Paul Earley asked if the report would be made available to members - Action: Adrian Dite</p>	

	<p>Around £1,000 was received through the partnership with Midsomer Murder Tours in the town.</p> <p>The local estate agent Martin & Co provided contributions of effectively £2,000, and the Chairman noted that it is great to be working with local businesses.</p> <p>In the absence of Alex Perry (Treasurer), the Chairman overviewed the finances for the past year.</p> <p>The Museum began the year with nearly £44k in reserves and after income of £31k and expenditure of £19k, finished at the end of March 2022 with almost £55k in reserves. £18k of the income came from grants: £16k from the government's covid support scheme and the remainder from the South East Museums Development Programme in support of the Audience Research Project.</p> <p>Donations were more than double the previous year and membership was also up.</p> <p>Almost half of the £19k expenditure went on maintaining the building. There was a more than doubling of spend on activities and raising funds, and the remaining general costs were bumped up by the spend on the Audience Research Project, covered by the grant received.</p> <p>It was the government grants received which enabled the Museum team to increase its activities and events without eating into the reserves.</p> <p>Alex Perry passed on her thanks to all the volunteers who support what is done at the museum.</p> <p>David Laver proposed the acceptance of the finance report, seconded by Linda Emery, and approved unanimously by the members present.</p>
<p>3. Election of Trustees</p>	<p>David McBrien (Secretary) chaired this item on the agenda.</p> <p>In accordance with the constitution, the only Trustee standing down this year is Ann Midwinter.</p> <p>Ann Midwinter has advised that she will not be seeking re-election. On behalf of the Trust Adrian Dite thanked Ann Midwinter for all her work and support over the years as a Trustee.</p> <p>One nomination to stand as an elected Trustee has been received: Helen Johns (proposed by Pat Ruxton and seconded by Nickie Bailey).</p> <p>As this one nomination was fewer than the 2 elected Trustee vacancies there was no need for a vote. Helen Johns is therefore elected to serve as a Trustee for 3 years.</p> <p>As there is still one elected Trustee vacancy, approval was received from the members present for co-opting a Trustee during the</p>

	<p>coming year. If successful then there would be an opportunity to formalise the election at the next AGM.</p> <p>The Trust has received the following nominations from the Thame Historical Society: Mr Maurice Kirtland and Mr Paul Earley.</p> <p>The Trust has received the nomination of Mr Paul Cowell from Thame Town Council and awaits the second nomination from Thame Town Council in due course.</p>
4. Membership Fees for 2022/23	<p>The Chairman explained that it had been a difficult year and that the Trust wanted to ensure that members were getting good value for money, and continue to offer more membership benefits in the future. The current annual membership fee is £12.50.</p> <p>The proposal was to keep the membership fees as-is and review again for future years. This was proposed by Paul Cowell and seconded by Lin Wylie. The proposal was agreed unanimously at the meeting.</p> <p>The Chairman thanked Gill Read and Alex Perry for their support in administering the membership scheme and logistics.</p>
5. Appointment of Accounts Independent Examiner	<p>The Chairman thanked Mrs Ann Green on behalf of the Museum for the very professional work that she provided as independent examiner of the accounts. David Laver proposed that Mrs Ann Green do the same task again for the next year. This proposal was seconded by Linda Emery. The proposal was agreed unanimously at the meeting.</p>
6. Closing of AGM	<p>The AGM was formally closed at 11:10am, prior to a members' forum where members discussed other matters outside the remit of the AGM.</p>

David McBrien
01 July 2022

DECLARATION

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees:

Signature(s): 

Full name(s): Adrian Dike

Position: Chairman

Date: 22/02/23