

THAME MUSEUM TRUST



TRUSTEES ANNUAL REPORT AND STATEMENT OF ACCOUNTS

For year ending 31 March 2024

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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

Mr Michael Parsons

Miss Petrova Caldecourt

Mr Michael L Dyer

Mrs Alexandra Perry

Mrs Lisa Stevens

Dr Trevor Watkins

Mrs Lindsey Weimers

Mr Philip Williams

Mrs Lin Wylie

Appointed 29 Feb 2024

Appointed 06 Dec 2023

Resigned 31 Mar 2024

Appointed 06 Dec 2023

Appointed 06 Dec 2023

Appointed 22 Jul 2023

Chair of Trustees

Treasurer

Town Council Nominees

Councillor Paul Cowell

Councillor Linda Emery

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

Ecclesiastical Insurance Office plc, Benefact House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester GL3 4AW

ANNUAL REPORT OF THE TRUSTEES AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 MARCH 2024

The Trustees present their report with the financial statements of the charity for the year ending 31 March 2024. 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 a strong year, among the highlights were:

- Successful temporary exhibitions
- Collaborations with Thame Arts and Literary (TAL) talks
- Hosting Paul Gambaccini's Tribute to Robin Gibb with Dwina Gibb
- "Midsomer Murders" Town Tours

All of these activities were only possible due to 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. Yet again I have to offer a sincere and heart felt Thank You to you everyone. As a totally Volunteer-run organisation, all happens because a Volunteer makes it happen.

We had around 60 volunteers as at 31 March 2024 and we are always looking to recruit more volunteers to ensure the future of the Museum. The Museum also recruited five new Trustees and have had three standing down. This coming year will also see a change of Treasurer.

At this point, I would like to offer both a personal thank you to Alex for all the work she has done, not only as the Treasurer and a Trustee over many years, but the way she has helped in every area of the Museum organisation.

One of the temporary exhibitions which was a great success, "Last Stop Thame", included production by the team of a wonderful model of the old station together with an animated film of the journey from Oxford, via Thame, to Princes Risborough. The model is now on permanent display in the main gallery.

The Museum continues work with the community, including "Thame Shed" who have supported us by making a stand for a tablet to gain visitor feedback, and through the refurbishment of a carousel model now on permanent display, bringing pleasure to both young and old.

We continue to work with the local schools, hosting visits from Lord Williams's School year 7 (the whole year group, 350 students over a week), and John Hampden, St Joseph's and Barley Hill primary schools, and also accommodating the Lord Williams's School Art exhibition. This year the Museum also hosted two year 13 students for work experience.

The Museum continues with a varied and successful monthly talks programme, (available face to face and online); we co-hosted with Thame Arts & Literary organisation larger talks events at the Thame Players theatre, which have seen sell-out audiences.

We are very happy to continue our partnership with the “Midsomer Murder 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.

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.

We completed our Forward Plan for the next 3 years, with the various teams identifying key aims to deliver the trustees’ strategic plan, including renewal of our accreditation currently planned for 2025. In the work leading to the plan’s completion, output from the audience research project was included, leading to some key development activities such as a visitor learning plan, a marketing strategy and a collection re-evaluation against our mission of telling the “Story of Thame”. We are also starting to understand how best to showcase the archaeological discoveries from the housing development site at Oxford Road, Thame.

We have been helped throughout by Emily Toettcher acting as our Museum mentor, and with support from Sarah Menary from Museum Development South East. We are very grateful to have this professional guidance and Emily is often a member of our Trustee meetings.

I am pleased to say that the Museum enjoys the full support of the Town Council, which is working with us to repair problems that are causing rain water ingress at this time.

I end this review of the year with a massive thank you to the Members of the Trust who have continued their membership, thereby underpinning 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 the Thame Museum Community.

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 29 February 2024.

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 is being planned for 2025, or earlier should the Arts Council's processes allow.

Operating Group

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

- Chair, Secretary and Treasurer;
- Members representing the functions of the Museum:
 - 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.

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	2023/24	2022/23	2021/22	2020/21	2019 /20
Total visitors	5,850	6,782	2,530	492	3,900
Days open	185	178	*104	*28	163
Average visitors per open day	32	38	24	18	24

* 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 of the current term served by each Trustee.

AGM	Jun-21			Jun-22			Jul-23			Jun-24		
Trustee	Stood down	Elected	Complete years	Stood down	Elected	Complete years	Stood down	Elected	Complete years	Stood down	Elected	Complete years
Petrova Caldecourt Co-opted Dec-23										√		
Adrian Dite First elected Jun-17	√	√	0			1			2	√		3
Michael Dyer First elected Jun-17			1			2	√	√	0			1
Michael Parsons Co-opted Feb-24										√		

Alexandra Perry First elected Sep-20			1			2			3	√		
Lisa Stevens Co-opted Dec-23										√		
Trevor Watkins Co-opted Dec-23										√		
Lindsey Weimers First elected Jul-23								√	0			1
Philip Williams First elected Jun-16	√	√	0			1			2	√		3
Lin Wylie First elected Jun-19			2			3	√	√	0	√		
Paul Cowell (Thame Town Council) First elected Jun-19			2			3			4			5
Linda Emery (Thame Town Council) First elected Jun-17			4			5			6			7
Paul Earley (Historical Society) First elected Jun-21		√	0			1			2			3
Maurice Kirtland (Historical Society) First elected Jun-17			3			4			5			6

As per the Trust's Constitution one-third of the elected Trustees shall retire from office, retiring by rotation based on those who have been longest in office since their last appointment or reappointment. At this time, Adrian Dite and Philip Williams retire for this reason. Both are seeking re-election at the 2024 AGM.

In addition, Lin Wylie has announced her intention to retire at the 2024 AGM and is not seeking re-election at this time. Over many years Lin has headed up the Volunteer Engagement Group with all the various activities within that role. Lin also managed the refurbishment of the reception area and kindly donated the badge machine used to produce items for the shop. The Chairman and everyone at the museum thank Lin for her long service and wish her all the very best for the future.

Petrova Caldecourt, Lisa Stevens, Trevor Watkins and Michael Parsons, the four new co-opted Trustees will retire at the 2024 AGM and are all seeking re-election at the 2024 AGM.

ON BEHALF OF THE BOARD OF TRUSTEES

Adrian Dite

Mr A Dite, Chair of Trustees Dated: 28 May 2024

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 2024.

The financial statements were examined and approved by the Board of Trustees on 29 April 2024 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 2024.

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: 01 May 2024

ANNUAL ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2024
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		5,379	-	5,379	14,200
Grants	4	200	5,454	5,654	270
Fundraising		17,615	-	17,615	25,090
Membership		1,864	-	1,864	1,979
Talks, room hire & other income		214	-	214	1,394
Total		25,272	5,454	30,726	42,933
Resources expended	5				
Raising funds		10,101	2,186	12,287	16,451
Building expenses		14,426	-	14,426	7,933
Office expenses		10,432	934	11,366	9,199
Total		34,959	3,120	38,079	33,583
Net income / (expenditure)		(9,687)	2,334	(7,353)	9,350
Transfers between funds		(301)	301	-	-
Net movement in funds		(9,988)	2,635	(7,353)	9,350
Reconciliation of funds					
Total funds brought forward		63,788	365	64,153	54,803
Total funds carried forward		53,800	3,000	56,800	64,153

BALANCE SHEET

	Notes	Unrestricted Funds £	Restricted Income Funds £	Total Funds £	Prior Year Funds £
Current assets					
Stocks	6	4,372	-	4,372	3,127
Debtors	7	589	-	589	35
Cash at bank and in hand		50,737	3,000	53,737	63,503
Total current assets		55,698	3,000	58,698	66,665
Creditors: amounts falling due within one year	8	(1,898)	-	(1,898)	(2,512)
Total net assets		53,800	3,000	56,800	64,153
Funds					
Restricted income funds		-	3,000	3,000	365
Unrestricted funds		53,800	-	53,800	63,788
Total funds	9	53,800	3,000	56,800	64,153

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	4,228	-	4,228	13,833
Gift Aid	1,151	-	1,151	367
Total	5,379	-	5,379	14,200
Grants				
South Oxfordshire DC	-	3,000	3,000	-
Haddenham Beer Festival	-	2,000	2,000	-
Thame Town Council	200	454	654	
South East Museums Development Office	-	-	-	270
Total	200	5,454	5,654	270
Fundraising				
Events and projects	6,846	-	6,846	4,342
100 Club	682	-	682	795
Shop sales	10,087	-	10,087	19,953
Total	17,615	-	17,615	25,090
Membership				
Subscriptions	1,598	-	1,598	1,560
Gift Aid	266	-	266	419
Total	1,864	-	1,864	1,979
Talks, room hire & other income				
Talks *	(819)	-	(819)	498
School visits & Arts Award	486	-	486	755
Other income	547	-	547	141
Total	214	-	214	1,394
Total income	25,272	5,454	30,726	42,933

* 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

The grants totalling £5,000 from South Oxfordshire District Council and Haddenham Beer Festival were received to support the creation of a permanent display following the highly successful exhibition Last Stop Thame about the history of Thame's railway. £454 was received from Thame Town Council for 3 Amazon Fire tablets. The remaining £200 was received again from Thame Town Council as general support as part of celebrations for the King's Coronation.

5. Analysis of resources expended

	Unrestricted Funds	Restricted Income Funds	Total Funds	Prior Year Funds
	£	£	£	£
Raising Funds				
Events and projects	1,541	-	1,541	524
Shop purchases	5,660	-	5,660	10,096
Collections management	1,544	2,016	3,560	5,141
Advertising	806	-	806	439
Other expenses	550	170	720	251
Total	10,101	2,186	12,287	16,451
Building expenses				
Utilities	7,268	-	7,268	3,867
Maintenance contracts	1,265	-	1,265	1,472
Repairs and renewals	4,436	-	4,436	1,450
Cleaning	879	-	879	673
Insurance	578	-	578	471
Total	14,426	-	14,426	7,933
Office expenses				
Stationery and postage	537	-	537	246
Printing	695	-	695	1,335
Subscriptions **	490	-	490	292
Training	-	-	-	101
Computers and software	5,805	934	6,739	6,438
Other expenses ***	2,905	-	2,905	787
Total	10,432	934	11,366	9,199
Total expenditure	34,959	3,120	38,079	33,583

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

*** Expenditure of £2,875 related to an external consultancy service to propose a development plan for the Museum.

6. Stocks

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

7. Debtors

	2024 £	2023 £
Trade debtors	253	35
Owed by a supplier	336	-
	589	35

8. Creditors – amounts falling due within one year

	2024 £	2023 £
Trade creditors	387	690
Prepaid 100 Club membership	-	495
Prepaid talks tickets	128	99
Other creditors	672	1,228
Accruals	711	-
	1,898	2,512

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	44,748	25,272	(34,959)	18,739	53,800
Designated					
100 Club	-	-	-	-	-
RH&L grant	4,040	-	-	(4,040)	-
Capital projects	15,000	-	-	(15,000)	-
Total	63,788	25,272	(34,957)	(301)	53,800
Restricted					
Handling objects	153	-	(170)	17	-
Rycotewood pictures	212	-	-	(212)	-
Last Stop Thame case	-	5,000	(2,016)	16	3,000
Tablets	-	454	(934)	480	-
Total	365	5,454	(3,120)	301	3,000
Total funds	64,153	30,726	(38,079)	-	56,800

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.

Please note that the restricted grant of £3,000 from South Oxfordshire District Council for the Last Stop Thame case was repurposed to Active Thame, the museum's summer sports exhibition and events programme, after year end.

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	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	212	-	-	-	212
Audience Research Project	105	410	(237)	(278)	-
Technology upgrade	-	1,000	(1,000)	-	-
Total	470	1,410	(1,237)	(278)	365
Total funds	54,803	42,933	(33,583)	-	64,153

10. Transactions with Trustees and related parties

10.1. Trustees' expenses

Type of expense reimbursed	2024	2023
	£	£
Building maintenance	54	279
Collections, exhibitions and advertising	206	418
Stationery, postage, training, subsistence and IT consumables	746	748
Volunteer events	290	-
	1,296	1,445

6 trustees were reimbursed during 2024 (6 in 2023).

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 22 JULY
2023 AT 10.30AM**

AGM (at Thame Museum and via Crowdcast)		Date: 22 July 2023 (10:30)
Chairman:	The meeting was chaired by Mr Adrian Dite.	
Members present:	The number of members present was 29 in total (27 present at Thame Museum and 2 via Crowdcast) which was above the quorum of the Museum membership (currently 171) required to hold the meeting.	
Apologies:	Apologies were received from 7 members.	
Item	Discussion	
1. 2022 AGM Minutes Review	The Chairman welcomed the Members present at the meeting. 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 2022/23 Review	<p>The annual report had been issued in advance in draft form to all Members for pre-reading.</p> <p>The Chairman thanked the Volunteers for all their continued excellent work and support for the Museum throughout the year.</p> <p>He presented a slide summarising the key points from the report, including</p> <ul style="list-style-type: none"> - the Museum continues to become more community orientated - there was extreme gratitude for Dwina Gibb becoming a patron - the Midsomer Murders exhibition and trail were very successful financially for the Museum - the Museum was very involved in the Peculiar Pot Trail, and it ending at the Museum was not a coincidence - numerous activities with schools, including planned visits and holiday activities - 'Our Town, Our Story' play at Thame Players was a great success - phenomenal activity in the shop, generating significant revenues - the effort and time put in by Volunteers to the temporary exhibitions, including those for Robin Gibb and the Midsomer Murders - the generation of post-exhibition booklets <p>Alexandra Perry (Treasurer) provided an overview of the financials for the year. She explained that the Museum had benefitted from the government's covid grant scheme in prior years, and the Trustees had taken the decision to invest some of those monies during the year in expanding activities and supporting ambitious plans.</p> <p>The Museum began the year with nearly £55k in reserves, up from £44k the previous year, and after income of £43k and expenditure of £34k, finished at the end of March 2023 with over £64k in reserves.</p>	

	<p>£25k of the income came from shop sales, which is unprecedented and largely due to the success of our Robin Gibb exhibition merchandise, sold both locally and globally online. £14k was from donations, some of which were extremely generous. The remaining £4k was driven by trust membership and activities including the very successful talks programme.</p> <p>This year, almost half of the £34k expenditure went on raising funds (£16k), with £8k spent maintaining the building. £10k of the amount within raising funds was spent buying stock and running the shop, whilst almost £5k was invested in our many successful exhibitions. The office expenses were higher than normal as livestreaming capability was brought in-house, and some old computers were replaced.</p> <p>The Treasurer remarked that the Museum is in a strong position to further fund future plans.</p> <p>She ended her summary by thanking all the Volunteers who support the fantastic work being done by the Museum.</p> <p>The Annual Report and Accounts were approved by the members by a show of hands.</p>
3. Election of Trustees	<p>David McBrien (Secretary) chaired this item on the agenda.</p> <p>In accordance with the constitution, the Trustees standing down this year were Mike Dyer, Lin Wylie and David Laver.</p> <p>David Laver has advised that he will not be seeking re-election. On behalf of the Trust the Chairman thanked David Laver for all his excellent work and support over the years, both as a Trustee and a Volunteer.</p> <p>Both Lin Wylie and Mike Dyer are seeking re-election at the AGM.</p> <p>In total three nominations to stand as an elected Trustee have been received: Lin Wylie (proposed by Pat Ruxton and seconded by J R Dunkley), Mike Dyer (proposed by Allan Hickman and seconded by David Bretherton) and Lindsey Weimers (proposed by Phil Williams and seconded by Pat Ruxton).</p> <p>As these three nominations were fewer than the 4 elected Trustee vacancies there was no need for a vote. Mike Dyer, Lin Wylie and Lindsey Weimers are therefore elected to serve as Trustees 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 coming year. If successful then there would be an opportunity to formalise the election at the next AGM. Following a question from Gill Read the Secretary explained that there has been interest from a number local people to become Trustees at the Museum. However, as they are currently not members their applications could not be formalised in time for the AGM and so the Trustees will review these particular applications over the coming months.</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 2024/25	The Chairman stated that the proposal was to keep the annual membership fee at £12.50. The proposal was approved by Members at the meeting. He also explained that the Museum needs to continue to look at ways to increase the numbers of Members.
5. Appointment of Accounts Independent Examiner	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. The proposal that Mrs Ann Green do the same task again for the next year was approved by the Members at the meeting.
6. Closing of AGM	The Chairman formally closed the AGM at 10:50am, thanking Members for their continued support for the Museum. Ann Midwinter stated that it was pleasing that the Museum has helped put Thame on the map, including internationally, and thanked the Volunteers for all their efforts in making this happen.

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): _____

Position: _____

Date: _____