



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1st January 2024** Period start date To **31st December 2024**
Period end date

Charity name: Braunton and District Museum

Charity registration number: 1174860

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are to provide the education of the public by providing and maintaining aa museum of artefacts and specimens relating to the history, natural history and geology of Braunton and surrounding area.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To exhibit artefacts relating to local history; to assist with queries with the assistance of the archivists; to provide information through the sales of books and pamphlets.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	This can be confirmed.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Visitor numbers generally held up well during the year although the summer holidays were a little subdued on account of the poor weather.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Total reserves at the end of this financial year stand at £24,932 compared to £31,720 last year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to offset future expenses and ongoing costs.
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Again costs are impacting on our reserves; the trustees are always mindful how frugal we need to be. The future of the museum has to be in doubt without some significant beneficiary.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The principal risk over the next few years is whether or not the museum will have sufficient funds to continue. Whilst we try to generate funds they are not sufficient to cover day to day running costs.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO (Foundation Structure) CONSTITUTION
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by the Committee of Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are advised to read the Charity Commission- The Essential Trustee (what you need to know) document from the Charity Commission website.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Trustees meet approximately every 3-4 months. The Management meeting is held about every 3-4 months as well. It was decided at the beginning of the year that all volunteers would attend the meetings so one and all had a voice.
Relationship with any related parties	Para 1.51	The Museum is part of the North Devon Museums Group.
Other		

Reference and Administrative details

Charity name	Braunton and District Museum
Other name the charity uses	
Registered charity number	117480
Charity's principal address	The Bakehouse Centre Caen Street Braunton EX33 1AA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James Benning	Chair	From 2020	Braunton Museum Trustee
2	Gary West	Trustee	From 2017	Braunton Museum Trustee
3	Les Squance	Trustee	From 2012	Braunton Museum Trustee
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	 <small>James Benning (Oct 22, 2025 13:07:01 GMT+1)</small>	 <small>Gary West (Oct 22, 2025 11:41 GMT+1)</small>
Full name(s)	James Benning	Gary West
Position (eg Secretary, Chair, etc)	Chair of Trustees	Trustee
Date	10/22/2025	









Trustee Annual Report 2024

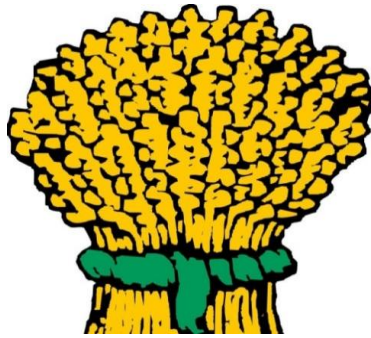
Final Audit Report

2025-10-22

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"Trustee Annual Report 2024" History

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BRAUNTON AND DISTRICT MUSEUM (CIO)

FINANCIAL ACCOUNTS

for the year ended

31ST DECEMBER 2024

BRAUNTON AND DISTRICT MUSEUM

LEGAL AND ADMINISTRATIVE INFORMATION

CONSTITUTION

The Branton and District Museum is constituted under a Charitable Incorporated Organisation (CIO) dated 27th September 2017

REGISTERED NUMBER

The registered number of the charity with the Charity Commission is 1174860

TRUSTEES

The trustees at the year end were as follows

James Benning
Leslie Squance
Gary West

ADDRESS

The Bakehouse Centre
Caen Street
Braunton
Devon
EX33 1AA

INDEPENDENT EXAMINER

Westcotts
47 Boutport Street
Barnstaple
Devon
EX31 1SQ

BRAUNTON AND DISTRICT MUSEUM
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF BRAUNTON AND DISTRICT MUSEUM

I report on the accounts of The Braunton and District Museum for the year ended 31 December 2024 set out on pages 3 to 7.

Respective responsibilities of trustees and independent examiner

As the charity trustees of the Trust 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.

Basis of 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep proper accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or

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

Cat Williams

.....
Cat Williams (Oct 30, 2025 17:03:24 GMT)

Date

10/30/2025
.....

Catherine Williams FCA DChA
Westcotts (SW) LLP
47 Boutport Street
Barnstaple
Devon
EX31 1SQ

BRAUNTON AND DISTRICT MUSEUM STATEMENT OF FINANCIAL ACTIVITIES
Year ended 31st December 2024


	Note	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
INCOME		£	£	£	£
Income from generated funds					
Voluntary Income					
Donations		2,284	-	2,284	2,374
Donations Gift Aid		75	-	75	5
Grants received	2	200	183	383	544
		<u>2,559</u>	<u>183</u>	<u>2,743</u>	<u>2,923</u>
Activities for generating funds					
Income from fundraising activities	3	1,124	-	1,124	1,150
Shop sales	4	2,894	-	2,894	3,285
Information Service		-	-	-	5
Gift Aid HMRC		188	-	188	14
Commission		16	-	16	62
Royalties		4	-	4	28
Miscellaneous Income		-	-	-	0
		<u>4,227</u>	<u>-</u>	<u>4,227</u>	<u>4,544</u>
Investment income					
Interest received		944		944	348
		<u>944</u>	<u>-</u>	<u>944</u>	<u>348</u>
Other incoming resources					
		-	-	-	-
TOTAL INCOME		<u>7,730</u>	<u>183</u>	<u>7,913</u>	<u>7,815</u>
EXPENDITURE					
Cost of generating funds					
Fundraising expenses	3	147		147	41
Shop: cost of goods sold	4	1,194		1,194	1,479
		<u>1,341</u>	<u>-</u>	<u>1,341</u>	<u>1,520</u>
Charitable activities					
Museum running costs	6	12,977	384	13,361	13,719
TOTAL EXPENDITURE		<u>14,318</u>	<u>384</u>	<u>14,702</u>	<u>15,239</u>
Surplus/(deficit)for the year		-6,588	-200	-6,788	-7,424
Funds at beginning of year		29,582	2,138	31,720	39,144
Funds at the end of the year		<u>22,994</u>	<u>1,938</u>	<u>24,932</u>	<u>31,720</u>

All of the Charity's operations are classed as continuing
The Charity has no recognised gains or losses other than as shown above

BRAUNTON AND DISTRICT MUSEUM BALANCE SHEET
as at 31st December 2024


	Note	<u>2024</u>	<u>2023</u>
Fixed Assets			
Equipment at costs		24,948	24,948
Less: Accumulated depreciation		<u>22,919</u>	<u>22,459</u>
		2,029	2,489
Current assets			
Stock of goods for resale		2,786	3,158
Debtors/prepayments		665	1,499
Short-term deposits		17,245	21,300
Cash at bank and in hand		<u>5,259</u>	<u>6,314</u>
		<u>25,955.4</u>	<u>32,271</u>
Current liabilities			
Sundry creditors		<u>3,053</u>	<u>3,040</u>
Net current assets		<u>22,903</u>	<u>29,230</u>
Net total assets		<u><u>24,932</u></u>	<u><u>31,720</u></u>
Unrestricted General Fund		22,994	29,582
Restricted Fund -			
Stair lift & Other	8	<u>1,938</u>	<u>2,138</u>
		<u><u>24,932</u></u>	<u><u>31,720</u></u>

Approved by the trustees on



James Benning (Oct 30, 2025 15:50:33 GMT)

and signed on their behalf by:



James Benning (Oct 30, 2025 15:50:33 GMT)

BRAUNTON AND DISTRICT MUSEUM
Year ended 31st December 2024

NOTES TO THE ACCOUNTS

1. Accounting Policies

Basis of accounting

These accounts have been prepared under historical cost convention with recognised at cost or transaction value unless otherwise stated.

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.

Income

Grants and donations are brought into account when received. Investment income is accounted for in the year in which the charity is entitled to the receipt.

Gift Aid receivable is included in income when there is a valid declaration from the donor, and is treated as an addition to the same fund as the initial donation.

The value of volunteer help received is not included in the accounts but is described in the trustees' annual Report.

Purchase of goods for resale

Where books are produced by the museum, they are brought into stock at cost. Where books are printed as the result of a grant, the cost is written off and the full income is taken into account on sale.

Resources expended

Expenditure is included on an accruals basis.

Depreciation

Depreciation is provided at a rate of 15% per annum using the reducing balance basis. for any assets purchased before 01 January 2018.

Fixed Asset purchases after 01 January 2018 is provided at a rate of 25% using the straight line basis.

2. Grants received

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total funds 2023
Braunton Parish Council	200	183	383.25	544
	-	-	-	0
	-	-	-	0
	200.00	183	383	544

2a Further information regarding some of the grants received

Refund for alarm cost	183
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BRAUNTON AND DISTRICT MUSEUM
Year ended 31st December 2024

NOTES TO THE ACCOUNTS continued...

3	<u>Income from Fundraising Events</u>	<u>2024</u>	<u>2023</u>
		£	£
	Fundraising events	1,124	1,150
	Fundraising expense	147	41
		<u>977</u>	<u>1,109</u>

Income from Shop

		<u>2024</u>	<u>2023</u>
		£	£
4	Income		
	Shop Sales	2,705	3,059
	Postage	5	19
	Cards for good causes commission	184	207
		<u>2,894</u>	<u>3,285</u>

	Information Services	-	5
	Total income from Shop	<u>2,894</u>	<u>3,290</u>

Cost of Sales

	Opening stock	3,158	3,463
	Purchases of goods for resale	822	1,174
		<u>-</u>	<u>-</u>
		3,980	4,637
	Closing stock	2,785	3,158
		<u>1,194</u>	<u>1,479</u>

	Profit from shop sales	<u>1,700</u>	<u>1,811</u>
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5	<u>Staff costs</u>	<u>2024</u>	<u>2023</u>
		£	£
	Salaries and wages	5235	4769
	Other employee benefits	-	-
	Total staff costs	<u>5235</u>	<u>4769</u>

	Average number of employees in the year	1	1
	Employed in charitable activities		

No employees received employee benefits of more than £60,000 in the reporting period
No employees are accruing benefits under a retirement scheme.

BRAUNTON AND DISTRICT MUSEUM
Year ended 31st December 2024

NOTES TO THE ACCOUNTS continued...

6 Museum running costs

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	
Administrators salaries	5,235		5,235	4,769
Rent	1,366		1,366	1,366
Light and Heat	2,236		2,236	1,883
Water	465		465	389
Insurance	686		686	596
Maintenance, replacements and alarm costs	618	183	801	2,097
Telephone	636		636	585
Museum and office running expenses	365		365	288
Streamline charges	49		49	56
Website Hosting	-	119	119	119
Depreciation	461		461	755
Accountant	738		738	834
Stair lift	129	81	210	0
Till difference	(6)		(6)	(19)
	12,977	384	13,361	13,719

7 Payments to trustees

No remuneration or expenses have been paid, nor have any gifts or benefits been provided, to any trustee.

8 Commitments and contingent liabilities

At the year end the trustees had not authorised any capital expenditure and were not aware of any contingent liabilities.

9 Restricted Funds

All restricted funds are cash in the Bank









Copy of Final 2024 accounts

Final Audit Report

2025-10-30

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