

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1 <sup>st</sup>	Month September	Year 2022		Day 31 <sup>st</sup>	Month August	Year 2023

## Section A Reference and administration details

**Charity name** PORTHCAWL MUSEUM & HISTORICAL SOCIETY CIO

**Other names charity is known by**

**Registered charity number (if any)** 1176042

**Charity's principal address** THE OLD POLICE STATION

JOHN STREET

PORTHCAWL

**Postcode**

CF36 3DT

### 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				
2				
3				
4				
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17				
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
JOHN RICHARSON	
EVAN WILLIAMS	
JAYNE JAMES	

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	CHARITABLE INCORPORATED ORGANISATION
Trustee selection methods (eg. appointed by, elected by)	ELECTED BY MEMBERS AT THE AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The aim of Porthcawl Museum is to assist in the enhancement of the quality of life in the community by seeking a deeper understanding and appreciation of our local heritage, culture and environment through the acquisition, preservation and interpretation of artefacts and associated information relating to the history of Porthcawl and its adjacent villages of Newton and Nottage; but not exclusively by limitation. Porthcawl Museum aim is to play a key role in making the town and indeed the neighbouring area, a better place to live, work and visit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

A very successful year. More local schools, organisations, residents, and members visited the museum; not to mention more tourists from in and outside Wales.

Museum volunteers, as always, have maintained the ethos of the museum throughout the many various responsibilities undertaken, that help ensures the development of the organisation. They have: -

- Welcomed, guided, and supported visitors,
- Presented historical talks to various organisations,
- Delivered guided heritage walks of the area.
- Visited schools/local organisations.
- Received school parties/local organisations to the Museum.
- Organised Special Event Days.
- Supported other Community Groups.
- Assisted people with their request's re- genealogy or items of local interest.
- Our volunteer working groups maintained the building to a high standard. Developed and improved certain display areas to enhance public understanding, knowledge and enjoyment.
- Recorded and maintained the Archive Collection in the 1<sup>st</sup> Floor Storerooms for future exhibitions.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making.
- policy programme related investment.
- contribution made by volunteers.

PORTHCAWL MUSEUM IS RUN TOTALLY BY VOLUNTEERS.

THE ELECTED MANAGEMENT COMMITTEE MAKE THE DECISIONS.

THE TRUSTEES ARE APPOINTED TO MONITOR AND ADVISE.

WHEN THE BUILDING IS PURCHASED OR LEASE EXTENDED THE COMMITTEE AND TRUSTESS WILL APPLY FOR GRANTS FOR EITHER BUILDING IMPROVEMENTS OR CONSERVATION OF ARTEFACTS.

**Summary of the main achievements of the charity during the year**

Every year I am amazed how the museum has developed both as a Tourist Attraction and as an established part of Porthcawl life. The past year has seen a significant rise in visitors, schools and organisations. So many have been impressed with the standard of exhibition, events, the welcome they receive and the expertise of our volunteers. Our museum is a community within a community. Trustees, committee, members and volunteers make up A Special Museum Family which is the platform from which all is achieved.

The past year's achievements are divided into categories.

### **EVENTS**

December 2022, we participated in the Rotary Christmas Tree Festival at All Saints.

Our Victorian Christmas Event, welcomed over 1000 visitors, who were treated to craft making, carol singing and the whole Christmas experience. The highlight of the day being warm Welsh Cakes and the Snow Machine!

On Wednesday 17<sup>th</sup> May 2023 invited guests, including Air Officer Wales (AOW) Air Commodore Adrian Williams, and many guests gathered at the museum in Remembrance of the 80th Anniversary of the Dambusters mission and to officially open the Dambuster's Exhibition.

2023 Special Event Days - Police Day, Dino Day, Evacuee Day, all proved to be a tremendous success both financially and being well-attended.

Socially, the Coronation Coffee Morning and Summer Coffee Morning for Mayor's Charities were for the first-time ticket only. Yet the tickets went quickly and those who were lucky enough to have one totally enjoyed their experience.

A new initiative this year was the invite to small groups to combine a museum visit with a cuppa. Ladies' groups from All Saints, and Trinity were our first groups to take it up. More next year is the intention.

Museum lectures were generally well attended but it is felt that next year the dark winter month lectures Jan/Feb will benefit from moving to the afternoon.

### **VISITS**

Volunteers visited Nottage Primary quite a few times to tell the various classes about the origin and development of Porthcawl.

Schools' visits to the museum increased this year. With large school groups we often worked in tandem with the RNLI.

Morrison Comprehensive Geography Department underwent their annual visits plus Nottage Cubs also always visited again.

In April Pencoed & District Town Twinning Association spent nearly two hours visiting the museum. Risca Museum visit enjoyed an evening visit involving a walk, talk and refreshments. Whereas Swansea U3A booked a heritage walk and museum visit through being advised by Porthcawl U3A. A group from Mumbles have already booked in for next year. As has Cowbridge Museum, who have chosen us as their annual special day out.

### **MUSEUM SHOP**

Our shop managers, Allan and Lesley Doyle, are doing the most brilliant job. Every month their merchandise is not only selling but is bringing in a moderate profit. Quite deservedly they won another Town Community Window Award.

**YOUNG HISTORIANS**

We are attracting more young historians to the museum.  
Our child admissions are increasing plus: -

We welcomed Ffion, our works experience pupil from Ysgol Gyfun Llangynwyd, who not only had a marvellous week but designed a Victorian Costume Board which we'll be displaying next year.

Sara Male a second-year history undergraduate at Swansea University joined us this summer as a volunteer. In such a short time Sara has helped in the archives, on Dinosaur Day and written an article on our behalf for the Seaside News. Swansea University has accepted her request for Porthcawl Museum to be her 12 week works experience venue contributing to her degree.

I could not complete this category without mentioning Ruben 7, and Ethan 10. Although quite young they love our museum, and their contribution has already been significant. Ruben visits most Saturdays but has lately visited the Titanic Quarter in Belfast from which he has created a board for our Maritime Cell. When Ethan can visit, he not only enjoys the event but likes to take on a role of responsibility. Last Christmas he organised the public as they visited the snow machine in the courtyard.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Any monies that the organisation amasses through profit is transferred to 2 deposit accounts. One holds £34,000 which will not be touched but be held in abeyance, as a safety net, to assist in the payment of household bills should it be needed in future years. The other is a working deposit account where monies are used to top up the current account to maintain, run or improve the building, exhibitions, or the experiences of the visiting public.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

#### Principal sources of funding 2022/23:

- Grants
- Donations
- Admissions
- Group Visits
- Merchandising
- Memberships £10 per annum

**All** monies are used to maintain, run or improve the building, conserve the artefacts, provide exhibitions or enhance the experiences of the visiting public.

## Section F

## Other optional information

## Section G

## 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)

PAUL JOSEPH

Position (eg Secretary, Chair, etc)

CHAIR

Date

10<sup>th</sup> June 2024

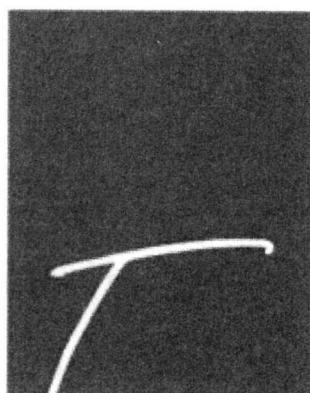
## PORTHCAWLE MUSEUM AND HISTORICAL SOCIETY LTD

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# PORTHCAWL MUSEUM & HISTORICAL SOCIETY CIO

Accounts for the year ended

31<sup>st</sup> August 2023



T U N G S T E N

SOLID BUSINESS SOLUTIONS

Tungsten Corporate Solutions Ltd  
Cardiff Arms Park  
Westgate Street  
Cardiff  
CF10 1JA



**INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE OF THE**  
**PORTHCAWL MUSEUM & HISTORICAL SOCIETY CIO**

I report on the accounts of the Society for the year ended 31<sup>st</sup> August 2023, which are set out on page 1.

**Respective responsibilities of trustees and examiner**

The charity's committee is responsible for the preparation of the accounts. The charity's committee consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission and is in accordance with the 2011 Act. 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 the Committee 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 next statement.

**Independent examiner's statement**

In connection with 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 130 of the 2011 Act and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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

Cardiff Arms Park  
Westgate Street  
Cardiff  
CF10 1JA  
11182/CM

30<sup>th</sup> October 2023

  
Tungsten Corporate Solutions Ltd

PROPRIETOR'S APPROVAL OF FINANCIAL ACCOUNTS

In accordance with our terms of engagement, I/we approve the financial information which comprises the Income Expenditure Account. I acknowledge my responsibility for the financial information, including the appropriateness of the applicable financial reporting framework and for providing Aspen-Waite in Wales Ltd with all information and explanations necessary for its compilation.

Signed.....*D. S. Taylor*.....

Date.....*6.11.23*.....

Signed.....*Alan Joseph*.....

Date.....*6.11.23*.....

Signed.....

Date.....