



Trustees' Annual Report for the period

from 1st January 2021 to 31st December 2021

Charity name: BATH MEDICAL MUSEUM

Charity registration number: 1176084

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>The object of the CIO is:</p> <ul style="list-style-type: none">• For the benefit of the public, to establish and maintain a museum of the history of medicine in the City of Bath from the Medieval to the Modern.
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.	<ul style="list-style-type: none">• Conserving a collection of artefacts, documents and images relating to the medical history of the city of Bath; Enabling public digital access to view the collection to increase their knowledge of specific items and of the context of the medical history of Bath.• Having specific regard to the history of the Royal National Hospital for Rheumatic Diseases and promoting digital access to that history;• Enabling public access where feasible to displays of collection items;• Liaising with the Royal United Hospital Foundation Trust in relation to those collection items owned by the Trust;• Expanding the collection, particularly by means of donated items;

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The trustees' consideration and decision making has had regard to the guidance issued by the Charity Commission on public benefit.
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Additional information

Contribution made by volunteers	<p>Volunteers' contributions have been key to the functioning of the Museum, including the following activities:</p> <p>Museum Director Creating virtual models of the Royal National Hospital for Rheumatic Diseases as it was experienced in 1742 and 2019. Cataloguing and photographing the collection Accountancy and Financial Review</p>
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Achievements and Performance

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.	<p>In summary:</p> <p>During the year, notice was given to BMM to vacate the premises provided by the Pulteney Practice at 35 Gt Pulteney St in Bath. Those premises had been allocated to BMM on a medium-term basis, after the Museum collection had to be moved due to the pending development of the Royal National Hospital for Rheumatic Diseases at Upper Borough Walls.</p> <p>In the face of the challenges posed by the continuing Covid pandemic restrictions and the lack of suitable accommodation, the BMM trustee board committed to making progress towards a 'virtual museum', with a substantially enhanced level of digital access for the public, complemented by 'pop up' displays at suitable heritage (or other partner) locations in the city of Bath.</p> <p>In the context of the transition to become a 'virtual' Museum, trustees continued to work jointly with representatives from the University of Bath and the Bath Royal Literary and Scientific Institute to develop digital 3D models of the historic Royal National Hospital for Rheumatic Diseases (RNHRD), that will be accessed via the BMM website and used in project work by schools. The models will show the RNHRD</p>
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	<p>in 1742 and in 2019, with a virtual tour through hospital wards and rooms providing information on key physicians etc. This initiative will contribute to promoting the heritage of the RNHRD in a period when the historic building is subject to development.</p> <p>Work was also carried out in 2021 to expand Learning features on the Museum's website</p>
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Financial Review

Review of the charity's financial position at the end of the period	Unrestricted cash funds as at 31/12/2021 were £11285. Liabilities at 31/12/2021 were £2080.
Statement explaining the policy for holding reserves stating why they are held	The Trustees have examined the charity's requirements for reserves considering the main risks to the organisation. Regular financial reviews are conducted, and expenditure is only approved by the Trustees when funds are available.
Amount of reserves held	Funds are held to cover committed expenditure such as collection insurance, website design and maintenance.

Additional information

The charity's principal sources of funds (including any fundraising)	The principal source of funds in 2021 were donations, legacies and grants.
	The over - riding risk facing the charity in

<p>A description of the principal risks facing the charity</p>	<p>2021 was the impact of the Covid pandemic restrictions that very significantly affected the Museum's ability to engage with the public. Other risks were generic to small museums, namely issues of volunteer capacity and continuity, together with the need to ensure sufficient income to cover unavoidable costs.</p>
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Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	CIO Constitution
How is the charity constituted?	Charitable Incorporated Organisation
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	Trustees are selected on the basis of having relevant knowledge, skills and experience to contribute to the operation of the Museum. Individual trustees may be appointed after identification of a need for specific expertise to be contributed to the Board's decision making.

Additional information

The charity's organisational structure and any wider network with which the charity works	Bath Medical Museum is a small charity with a simple structure where volunteers who have responsibility for the museum collection, web design and public engagement report to the Director. These roles are all voluntary. The Accountant and Fund Raiser report directly to trustees. The Trustee Board initiated a membership scheme in November 2019 and a small-scale membership was established early in 2020.
Relationship with any related parties	Royal United Hospital (Bath) Foundation Trust –a Collection Loan Agreement was in place in conjunction with the RUH Trust. Pulteney Practice – for several months in 2021, a base and storage facilities for the Museum collection were provided by the Pulteney GP practice for a service charge fee. Bath Thermae Spa - it had been agreed in principle with the Thermae Spa to pursue the opportunity for joint use of the Thermae Spa Visitor Centre, but arrangements could not be taken forward in 2021 due to the pandemic restrictions. Bath Spa University – several students including Heritage Management MA students have undertaken placements with the Museum.
Valuation and Insurance	Subsequent to contact with a number of established valuers to check on their

of the Museum Collection	specialist knowledge and fee rates, a valuer from the Bristol Auction Rooms assessed the collection in July 2019 and provided a report to trustees. The valuation report was the basis of the application for insurance cover to the Ecclesiastical Insurance company. A policy in relation to the collection was agreed with that company in October 2019 and remained in place throughout 2020 and 2021.
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Reference and Administrative details

Charity name	Bath Medical Museum
Other name the charity uses	None
Registered charity number	1176084
Charity's principal address	c/o The Pulteney Practice 35 Great Pulteney St BATH BA2 1JT

Names of the charity trustees who managed the charity in 2021

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Roger Rolls	Chair		The Trustee Board appoints all trustees.
2	Judith Coles			
5	Gillian Kersley Ryan			
7	Dr John Kirkup			
8	Richard Meunier			
9	Paul Thomas		Appointed with effect from 8 th September 2021	
11	Dr Linda Watts	Secretary		

Corporate trustees - names of the directors at the date on which this Annual Report was approved

<u>Director name</u>		
Roger Lewis Rolls	Chair	
Linda Anne Watts	Secretary	
Bruno Bubna - Kasteliz		
Judith Coles		
John Kirkup		
Richard Meunier		
Paul Thomas		

Additional information

Names of advisers

Type of adviser	Name	Address
Fund Raiser	Kate Lane	
Financial Adviser/ Accountant	Kylie Doell	
Web Design	Lee Scott	

Name of chief executive or names of senior staff members

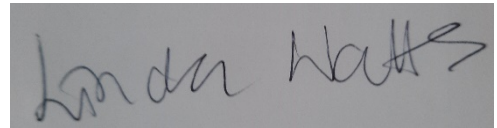
Stephen Dunning, Museum Director (unpaid volunteer role)
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) Linda Watts

A photograph of a handwritten signature in dark ink on a light-colored surface. The signature is written in a cursive, flowing style and appears to read 'Linda Watts'.

Full name(s) Linda Anne Watts

Position Secretary to the Trustee
(eg Board
Secretary,
Chair, etc)

Date 29th September 2022

Charity Name		No (if any)		CC16a
Bath Medical Museum		1176084		
Receipts and payments accounts				
For the period from	Period start	To	Period end date	
	01-Jan-21		31-Dec-21	

Note 1

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 £
A1 Receipts					
Donations, legacies and grants	6,120	-	-	6,120	2,500
Members' subscriptions	-	-	-	-	945
Fundraising activities	563	-	-	563	70
Activities for generating funds (trading)	-	-	-	-	30
HMRC Gift Aid receipt	198	-	-	198	51
Lectures	200	-	-	200	150
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	7,080	-	-	7,080	3,746
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,080	-	-	7,080	3,746
A3 Payments					
Printing, postage, stationery and computer supplies	-	-	-	-	165
Fundraising costs (trading activities)	909	-	-	909	671
Membership & Associations	144	-	-	144	225
Exhibition Expenses	-	-	-	-	-
3D Min Model	1,000	-	-	1,000	-
Operating Costs	-	-	-	-	4,000
E-mail/Internet	142	-	-	142	49
Insurance	550	-	-	550	558
Other	-	-	-	-	30
	-	-	-	-	-
Sub total	2,746	-	-	2,746	5,698
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,746	-	-	2,746	5,698
Net of receipts/(payments)	4,334	-	-	4,334	- 1,951
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,951	-	-	6,951	8,902
Cash funds this year end	11,285	-	-	11,285	6,951

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Account	11,285	-	-
	Petty cash float		-	-
		-	-	-
	Total cash funds	11,285	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details		-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Display cabinets		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Kate Lane invoice Dec		50	Note 3
	Web site design and Maintenance		1000	Note 4
	The Min Project Stage 2 - Harry Wyatt		1030	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval

Notes to the accounts

Note 1

Bath Medical Museum is a Charitable Incorporated Organisation registered with the Charities

Note 2

The accounts have been prepared on a Receipts and payments basis using a template provided by the Charities Commission. This is a recommended template and not a reporting requirement.

Note 3

Liabilities consist of costs incurred during the financial year for which payment was not made prior to 31 Dec 2021

Note 4

Amount payable to Lee Scott for Web site design and maintenance. Completion and final payment estimated as Mar 2022