



Trustees' Annual Report for the period

from 1st January 2022 to 31st December 2022

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	The stated object of the CIO is: <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 and promoting interactive engagement;• 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 Overseeing and contributing to the creation of 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: During the year, the Museum did not have a base where the public could view displays. Discussions with the Bath Thermae Spa resulted in 'in principle' agreement that the Museum could use the Hetling Room, a small premises operated by the Spa but largely unused. The prospective timescale for this arrangement was from Spring 2023.</p> <p>In the context of the focus of developing a 'virtual' Museum as far as possible, 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 are accessed via the BMM website. The models show the RNHRD in 1742 and in 2019, with a virtual tour through hospital wards and rooms providing information on key physicians etc. The Min model is likely to be the only publicly accessible digital model of an 18th century hospital, in the UK. This initiative will contribute to promoting the heritage of the RNHRD in a</p>
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	<p>period when the historic building is subject to development.</p> <p>Work was also carried out in 2022 including action to expand Learning features on the Museum's website, talks, and development of a walking tour route.</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 31/12/2022 were £15129. Liabilities at 31/12/2022 were £0.
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 2022 were donations, legacies, and grants. Specific funding was received from Hoare's Bank, via the Golden Bottle Trust, to contribute
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	to the development of the 3D Min models on the Museum website.
A description of the principal risks facing the charity	<p>The over - riding risk facing the charity in 2022 was the need to engage with the public, during a period when the Museum had no base and was operating as a virtual Museum during the continuing impact of the pandemic.</p> <p>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>

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 in 2022 where volunteers such as the Communications and Marketing volunteer who has been working on social media posts, reported to the Director. These roles are all voluntary. The Accountant and Fund Raiser report directly to trustees.
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 – the Practice are displaying some of BMM collection items including paintings, at their premises at 35 Great Pulteney St, Bath. For most of 2022, the Museum's main collection was stored at the Bathampton premises of the Pulteney Practice 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 at the Hetling Room. Arrangements will be taken forward in 2023. Bath Spa University – several students including Heritage Management MA students have undertaken placements with the Museum.
Valuation and Insurance of the Museum Collection	Subsequent to contact with a number of established valuers to check on their 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 2022.
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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 2 Southbourne Gardens, BATH BA1 6LZ

Names of the charity trustees who managed the charity in 2022

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Dr Roger Rolls	Chair		The Trustee Board appoints all trustees.
Dr Bruno Bubna - Kasteliz		Approved as a trustee by the Board on 20.1.2023.	
Judith Coles			
Dr John Kirkup			
Richard Meunier			
Paul Thomas			
Dr Linda Watts	Secretary		

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

<u>Director name</u>		
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Roger Lewis Rolls	Chair	
Linda Anne Watts	Secretary	
Bruno Bubna – Kasteliz		
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*

Full name(s) Linda Anne Watts

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

Date 8th July 2023

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-22		31-Dec-22	

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	11,500	-	-	11,500	6,120
Members' subscriptions	-	-	-	-	-
Fundraising activities	126	-	-	126	563
Activities for generating funds (trading)	-	-	-	-	-
HMRC Gift Aid receipt	-	-	-	-	198
Lectures	150	-	-	150	200
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	11,776	-	-	11,776	7,080
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	11,776	-	-	11,776	7,080
A3 Payments					
Printing, postage, stationery and computer supplies	-	-	-	-	-
Fundraising costs (trading activities)	1,009	-	-	1,009	909
Membership & Associations	147	-	-	147	144
Exhibition Expenses	-	-	-	-	-
3D Min Model	5,950	-	-	5,950	-
Operating Costs	-	-	-	-	1,000
E-mail/Internet	222	-	-	222	-
Insurance	505	-	-	505	142
Other	-	-	-	-	550
Trustee Meeting Expenses	100	-	-	100	-
Sub total	7,932	-	-	7,932	2,746
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,932	-	-	7,932	2,746
Net of receipts/(payments)	3,844	-	-	3,844	4,334
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	11,285	-	-	11,285	6,951
Cash funds this year end	15,129	-	-	15,129	11,285

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	15,129	-	-
	Petty cash float		-	-
		-	-	-
	Total cash funds	15,129	-	-
	(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 Dec invoice?		?	Note 3
	Harry Wyatt - Min project enhancements commissioned?		?	Note 3
	Web site design and Maintenance		1000	Note 4
			-	
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 2022

Note 4

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