



## Trustees' Annual Report for the period

from 1<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024

**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 stated object of the CIO is:</p> <ul style="list-style-type: none"><li>• 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.</li></ul>
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.	<p>The museum engages and educates diverse audiences through a variety of traditional and modern methods such as exhibitions, digital content and events. We have an active wellbeing group which involves a range of people in creative and developmental activities.</p> <p>The museum tells the story of how the spa influenced the development of medical practice in Bath, particularly during the last 500 years, including the history of one of the first specialist hospitals in the country, the Royal National Hospital for Rheumatic Diseases (RNHRD) founded in 1742, and medical practice achievements across the city.</p>
Statement confirming whether the trustees have	The trustees' consideration and decision making has had regard to the guidance issued by the

had regard to the guidance issued by the Charity Commission on public benefit	Charity Commission on public benefit.
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### **Additional information**

Contribution made by volunteers in 2024	<p>Volunteers' contributions have been key to the functioning of the Museum, including the following activities:</p> <p>Planning and organising temporary displays and activities open to the public.</p> <p>Organising and contributing to events.</p> <p>Greeting public visitors and guiding them around displays.</p> <p>Organising and promoting wellbeing activities.</p> <p>Liaising with other bodies including heritage organisations.</p> <p>PR and Marketing including significant website development, substantial expansion of social media activity and the production of a digital Newsletter.</p> <p>Accountancy and Financial Review.</p> <p>Volunteer activity included Trustee's roles and the contribution of students from the Bath Spa and Bath Universities, also Loughborough University and Southampton University.</p>
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## Achievements and Performance

<p>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>	<p>In summary:</p> <p>Special displays in the Hetling Room have included the themes of Bishop John of Tours/Adelard of Bath, Inventors Trail and Medical Inventions and a pop-up portable display on Medicine in the Past. Talks have included the 3D model of the 'Min' in 1842 and Taking the Waters in the Regency period(in conjunction with the Jane Austen Festival). We designed numerous walking trails on topics including historic pharmacies in the city, notable women medics in Bath and a popular shop window trail organised jointly with Bath BID. Related articles have been published on our website, including a history of the Hetling Room. These activities have generally been arranged in the school holiday periods.</p> <p>Two display cases suitable for museum exhibits were commissioned and supplied to the Hetling Room to improve display capacity and external boards were provided to indicate to the public that the premises was open.</p> <p>A Wellbeing group met regularly in the Hetling Room under the auspices of the Bath Medical Museum, from early Spring 2023. The group's aims included the offer of their members as volunteers for BMM.</p> <p>Feedback from visitors has been very positive, showing that visitors have wide ranging interests regarding the medical history of Bath. More specifically, awareness has been raised of the history of the Hetling Room as a lesser-known Pump Room. Some activities such as the talks on Taking the Waters in the Georgian period were over booked and we learned from patterns of demand in our forward planning.</p> <p>BMM has had effective and helpful partnerships with Bath University, involving PhD students who presented their work in the Hetling Room, in addition to academic staff and Bath Spa University who have arranged several post</p>
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	<p>graduate project placements. We have also worked with the Museum of Bath At Work, the Roman Baths, the Jane Austen Festival, Bathscape and the Little Theatre. We have taken our portable display to the Odd Down Fun Day and the Foxhill Hub, in order to engage local communities.</p> <p>Regular opening has been arranged on Saturdays from 12.00 noon until 4,00 p.m. This provides an opportunity for drop in visits including overseas visitors or people visiting from elsewhere in the UK who have often called in to view the Hetling Room and to enquire about the spa waters/</p> <p>A Wellbeing group met under the auspices of BMM. There were up to ten participants who have long term physical or psychological conditions. They have a focussed activity each week such as drawing and painting, learning the basics of Tai Chi or other exercise and Zen gardening. Some group members have become BMM volunteers.</p> <p>Governance was reviewed and improved in November 2024 with the approval of Vision, Mission and Core Values statements for the Museum, approval of core trustee roles and development of specific trustee roles.</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 31/12/2024 were £6882. Liabilities at 31/12/2024 were £100.
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, public liability

	insurance and website maintenance. The Trust has a policy of earmarking a sum of £5000 as a reserve.
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### **Additional information**

The charity's principal sources of funds (including any fundraising)	The principal source of funds in 2024 were small scale donations and grants. Specific funding was received from the Ray Harris Trust, the Stone King Foundation, the Wessex Water Community Fund and the Renishaw Trust.
A description of the principal risks facing the charity	<p>The over - riding risk facing the charity in 2024 was the risk arising from the reliance on small grants and donations – an unpredictable income flow.</p> <p>Other risks were generic to small museums, namely issues of volunteer capacity and continuity.</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 where the Trustee Board oversees the management of forward planning and activities. For this purpose, the majority of trustee meetings have become Management meetings, with two meetings a year dedicated to Governance. All roles are voluntary. <i>The Museum Director, Accountant and the paid Fund Raiser reported directly to trustees in 2024.</i>
Relationship with any related parties	<p>Royal United Hospital (Bath) Foundation Trust –a Collection Loan Agreement had been in place in conjunction with the RUH Trust. The Pulteney Practice had continued to display some of BMM collection items including paintings, at their premises at 35 Great Pulteney St, Bath. In late 2024, the process of returning these valuable items to the RUH (Bath) Foundation Trust was initiated by BMM.</p> <p>Bath Thermae Spa - the Bath Medical Museum has a partnership with the Bath Thermae Spa in relation to the 5 year Licence for use of the</p>

	<p>Thermae Spa Visitor Centre at the Hetling Room, a historic ex – pump room at 1 Hetling Court, Bath.</p> <p>Bath Spa University and Bath University – several students including Heritage Management MA students have undertaken placements and project working with the Museum.</p>
Valuation and Insurance of the Museum Collection	<p>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.</p> <p>A policy in relation to the collection was agreed with that company in October 2019 and remained in place throughout 2024. Trustees agreed that insurance costs should be reduced by the transfer of a range of valuable items to the RUH (Bath) Foundation Trust for storage or display elsewhere.</p>
Banking	The Museum completed the process to achieve a change of bank in 2024 in order to significantly improve customer service to the charity.

## 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
Premises address	1, Hetling Court, Bath BA1 1SJ

### Names of the charity trustees who managed the charity in 2024

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			
Kate Lane		Resigned as a trustee with effect from 9 <sup>th</sup> October 2024.	
Karen Espinosa		Appointed as a trustee with effect from 30 <sup>th</sup> November 2024.	
James Hunt		Appointed as a trustee with effect from 30 <sup>th</sup> November 2024.	
Cheryl Cecilia Lui			
Richard Meunier		Resigned as a trustee with effect from 9 <sup>th</sup> October 2024.	
Irene Prentice			
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>		
Roger Lewis Rolls	Chair	
Linda Anne Watts	Secretary	
Bruno Bubna – Kasteliz		
Karen Espinosa		
James Hunt		
Cheryl Cecilia Lui		
Irene Prentice		
Paul Thomas		

## Additional information

### Names of advisers

Type of adviser	Name	Address
<b>Fund Raiser</b>	Kate Lane	Kate Lane resigned as a paid fund raiser for BMM with effect from 31 <sup>st</sup> January 2024.
<b>Financial Adviser/ Accountant</b>	Kylie Doell	Unpaid professional adviser.
<b>Web Design</b>	Lee Scott	Paid professional adviser whose role was subject to review in late 2024.

### Name of chief executive or names of senior staff members

Not applicable.

## 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)** Dr Linda Anne Watts

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

**Date** 6<sup>th</sup> September 2025

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-24		31-Dec-24	

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 £
<b>A1 Receipts</b>					
Donations, legacies and grants	3,236	-	-	3,236	738
Members' subscriptions	-	-	-	-	-
Fundraising activities	9	-	-	9	49
Activities for generating funds (trading)	15	-	-	15	54
HMRC Gift Aid receipt	-	-	-	-	-
Lectures	210	-	-	210	175
Lloyds account	-	-	-	-	8,000
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,470</b>	<b>-</b>	<b>-</b>	<b>3,470</b>	<b>9,016</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,470</b>	<b>-</b>	<b>-</b>	<b>3,470</b>	<b>9,016</b>
<b>A3 Payments</b>					
Printing, postage, stationery and computer supplies	-	-	-	-	20
Fundraising costs (trading activities)	300	-	-	300	2,148
Membership & Associations	71	-	-	71	150
Exhibition Expenses	2,169	-	-	2,169	-
3D Min Model	-	-	-	-	-
Operating Costs	550	-	-	550	4,470
E-mail/Internet	464	-	-	464	382
Insurance	653	-	-	653	320
Other	-	-	-	-	646
Trustee Meeting Expenses	125	-	-	125	125
Restoration costs	-	-	-	-	140
Lloyds account	-	-	-	-	8,000
<b>Sub total</b>	<b>4,332</b>	<b>-</b>	<b>-</b>	<b>4,332</b>	<b>16,401</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>4,332</b>	<b>-</b>	<b>-</b>	<b>4,332</b>	<b>16,401</b>
<b>Net of receipts/(payments)</b>	<b>- 862</b>	<b>-</b>	<b>-</b>	<b>- 862</b>	<b>- 7,385</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>7,744</b>	<b>-</b>	<b>-</b>	<b>7,744</b>	<b>15,129</b>
<b>Cash funds this year end</b>	<b>6,882</b>	<b>-</b>	<b>-</b>	<b>6,882</b>	<b>7,744</b>

## 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 £
<b>B1 Cash funds</b>	Bank Account - Barclays	-	-	-
	Bank Account - Lloyds (Roger)	-	-	-
	Bank Account - Lloyds BMM	6,882		
	Petty cash float	-	-	-
	<b>Total cash funds</b>	<b>6,882</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details		-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Display cabinets		-	-
	Display boards (22/1/2024)		296	-
	Exhibition plinths (9/5/2024)		1,718	-
	Chairs (23/9/2024)		110	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Website Maintenance Nov/Dec 2024	100		
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval

Note 3

## **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 2024