

# Amesbury History Centre

[www.amesburyhistorycentre.org.uk](http://www.amesburyhistorycentre.org.uk)

Charity N° 1176636

## Annual General Meeting

**Wednesday, 7 June 2023**

**7pm – 9pm**

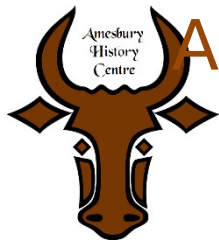
To all members of the Amesbury History Centre

The first half of 2023 saw us reach a key milestone. Many days of negotiating and hard work on behalf of the Council and ourselves, our legal teams, and the builders have brought the first phase of the new build to a close with the signing of the lease and the handing over of the keys. Our success is directly linked to the work of both the Council and the Centre's teams, and I'd like to personally thank every team member for their energy and commitment in driving this project forward.

The question that I am most asked is when will the building be open to visitors? So, I shall attempt to put a timeframe around my reply. One of the first decisions that the Board of Trustees took was to engage Stonebury Functions in the role of a management facilities team. They have been contracted to prepare the business side of things. For example, arranging an internet provider, hiring a waste management company, overseeing stock control for the tearoom and retail area, sourcing cash registers and other fixtures and fittings and obtaining certification for things such as fire safety and business licences. Much of this is now underway but it is likely to take weeks rather than days to have in place.

The aim of the Big Help Out on the Monday of the Coronation weekend was to use volunteering to bring communities together and create a lasting volunteering legacy across the country. Stonebury arranged to have the Centre open between 10 and 2pm for people to find out what was involved as a volunteer for the History Centre, and we ended the day with 40 enquiries about different roles and we will be actively involving these people in setting up, in the first instance, the ground floor facilities. The volunteers will take part in training sessions for First Aid at Work, Food handling certification, and Visitor engagement.

I would like to introduce you to the Board of Trustees, some of whom are new or returning to our organisation and then our Treasurer will talk us through his financial report.



## **Annual Financial Report**

### **Introduction**

I have prepared this report without an independent check of the financial statements covering a 14 month period from 1 April 2022 to 31 May 2023 from the books and records of the Amesbury History Centre CIO (AHC). To the best of my knowledge and belief the financial statements recorded herein reflect a true account of the operating Fiscal period from 1 April 2022 to 31 May 2023.

### **Treasurer's Report**

This period has been similar to the last couple of years in that there has been little activity in the accounts due to the ongoing building work relating to the new AHC building and the subsequent lease negotiations. It is only at the end of the period that the lease was signed and the AHC took possession of the new building and as at 31 May 23 there have been a number of costs associated with taking on the building with little corresponding income.

### **Income**

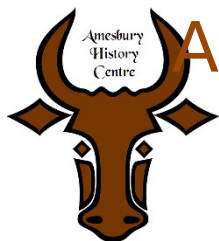
The year has been very quiet in terms of income with no subscriptions collected over the year and a minimal level of donations and income from affiliated purchases via the Amazon Website. Total income for the year was limited to £42.03

### **Expenses**

In line with the limited income, the range of expenses incurred were also limited with the main expenditure relating to the storage of AHC property in a storage site at High Post whilst the building work was taking place. The storage costs increased in Jan 23 from £165 per month to £195 per month. This cost is set to cease at the end of May 23 as AHC property is moved into the new building. Total expenditure for the year was £2492.50

Other expenditure related to Advertising and Marketing (£538.92), Bank fees (£145), Subscriptions with external bodies (£105.00) and lately the first payment on the management contract for the day to day management of the AHC building and activities (£584)

With the handover of the new building to the AHC CIO, there are a significant number of setup costs in order to get the AHC to the point where it meets legal requirements for



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opening i.e. purchasing licences and items such as fire extinguishers, and in terms of items to establish the shop and cafe to allow for the generation of income. To date there has been expenditure on new Tills/Stock management systems (£2350) and Shop furniture (£505) but this is likely to significantly increase in the coming weeks.

To date the total expenditure over the period has been £6720.42

## Balance Sheet

We end the period with a deficit for the year of £6678.39 with £21,753.22 in the bank and £964 in inventory so our closing balance is £22,718.03.

## Future Costs

As noted above, in the coming months there will be significant costs incurred in relation to the running costs of the building and in establishing and operating the proposed Shop and Tearooms in the building. The ongoing running costs result from our legal obligations in terms of Health and Safety requirements and the general operating costs that have become the responsibility of the AHC CIO on the signing of the lease. The costs relating to the Shop and Tearooms will help establish a steady income going forward to help meet the running costs and some costs relating to the setting up the exhibits.

Ongoing monthly running costs for the building (including the Shop & Tea Rooms) are expected to be in the region of £3000 per month with estimated income from the Shop/Tea Rooms, Membership fees and donations estimated at £3200 per month. Grant income is not included in this forecast.

It should be noted that the AHC will be required to pay £4665 to Anthony Collins Solicitors in relation to the work undertaken on our behalf on establishing the lease.

**Andy Doig** -Treasurer 05 June 23

## **Amesbury History Centre CIO Accounts 1 April 2022 - 31 May 2023**

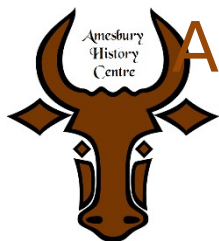
### **Turnover**

Amazon Smile	£37.00
Donations	£5.00
<b>Total Turnover</b>	<b>£42.03</b>

### **Administrative Costs**

Advertising and Marketing	£538.92
Bank Fees	£145.00

Management Fees	£584.00
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Storage	£2492.50
Subscriptions	£105.00
<b>Total Administrative Costs</b>	<b>£3865.42</b>

## Asset Purchase

Till/Stock Management System	£2350.00
Shop/Tea Room Furniture	£505.00
<b>Total Asset Purchase</b>	<b>£2855.00</b>

<b>Total Deficit for the period</b>	<b>£6678.39</b>
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## Fixed Assets

Shop/Tea Room Equipment	£505.00
Shop/Tea Room Tills/Stock Management	£2350.00
<b>Total Fixed Assets</b>	<b>£2855.00</b>

## Current Assets

Current Account	£17432.22
Deposit Account	£4321.00
Inventory	£964.81
<b>Total Current Assets</b>	<b>£22718.03</b>

## Current Liabilities

Solicitor Fees	£4665.00
<b>Total Current Liabilities</b>	<b>£4665.00</b>

<b>Total Assets less Current Liabilities</b>	<b>£18053.03</b>
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Current Year Earnings	(£6678.39)
Retained Earnings	£24731.42
<b>Total Capital and Reserves</b>	<b>£18053.03</b>