

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales · Charity number 1177596

Details

Status Registered

Legal form CIO

Registered 2018-03-19

Register [View on the Charity Commission register](#)

Contact

Address Whitchurch Museum & Archives
12 St. Marys Street
Whitchurch
Shropshire
SY13 1QY

Phone 01948664577

Email info@whitchurch-heritage.co.uk

Website www.whitchurch-heritage.co.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY AND HERITAGE OF WHITCHURCH, SHROPSHIRE AND ITS SURROUNDING AREA BY THE ESTABLISHMENT AND MAINTENANCE OF A MUSEUM.

Activities: 1. Run an Arts Council accredited museum displaying the history and heritage of Whitchurch, Shropshire and its surrounding area.2. Conduct research projects relevant to the history and heritage of Whitchurch, producing booklets, leaflets and internet material.3. Maintain a historical archive of artefacts relevant to the history of Whitchurch.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Cheshire East
- Cheshire West & Chester
- Shropshire
- Wrexham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£8,086	£8,512	-	-
2024-03-31	£8,367	£9,555	-	-
2023-03-31	£6,547	£8,053	-	-
2022-03-31	£18,228	£12,626	-	-
2021-03-31	£56,265	£13,235	-	-

Trustees

Name	Role	Appointed
GEMMA SHANNAHAN	Chair	2018-04-10
Dr JUDITH HOYLE		2018-04-10
Lindsay Anne Green		2023-08-15
SIMON BIRCH		2018-04-10
TERENCE LAWRENCE FRY		2018-04-10

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales - Charity number 1177596

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2024		31	March	2025

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

12 St. Mary's Street
Whitchurch
Shropshire
Postcode SY13 1QY

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	Gemma Shannahan	Chairperson		Trustee Board
2	Terence Fry	Secretary		Trustee Board
3	Judith Hoyle			Trustee Board
4	Simon Birch			Trustee Board
5	Lindsay Green			Trustee Board
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

Type of adviser	Name	Address
Independent Examiner	Jake Gurr FCA	The Vicarage, Bettisfield, Whitchurch, SY13 2LB
Museum Mentor	Emma-Kate Lanyon	Shrewsbury Museum & Art Gallery, The Music Hall, The Square, Shrewsbury, SY1 1LH

Name of chief executive or names of senior staff members (Optional information)

Judith Hoyle - Curator

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 (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustee Board

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.

The charity is overseen by the Board of Trustees. The previous relationship with Whitchurch Town Council has been severed; the only relationship now in place is a landlord/tenant relationship in respect of the lease for the museum building. The Trustees have successfully achieved re-accreditation from the Arts Council under the Museum Accreditation Scheme.

Cha

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

To advance the education of the public in the history and heritage of Whitchurch, Shropshire and its surrounding area by the establishment and maintenance of a museum.

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)

The main activities undertaken relating to these objects have been:

- To maintain and open a museum to the public - the museum opened from 11.00 to 16.00 each Tuesday and Thursday and 10.00 to 13.00 on the first Saturday of each month. 2,137 people visited the museum during the period
- To regularly change the exhibits that tell the story of the town of Whitchurch and its hinterland.
- To offer an accessible, searchable archive to the public - this is achieved via our websites and by personal visit to the museum to search our database
- Storage of the museum collection in conditions prescribed by Arts Council England - to preserve the archives and artefacts for the future
- To provide information, advice and counsel to individuals and groups relating to archaeological finds, artefacts, history of local buildings etc and assisting people researching their family history
- To undertake research projects and present findings on the internet and in the museum where appropriate
- To research and create free leaflets on local topics
- To enhance the museum by improving access, signage and making the building more secure
- To increase the museum collection by acquiring archives and artefacts that tell the story of Whitchurch and its surrounding villages

The Trustees have taken due regard of the guidance issued by the Charity Commission on public benefit and confirm that the charity is run totally for public benefit

Additional details of objectives and activities (Optional information)

Whitchurch Museum and Archives is totally run by volunteers. 18 volunteers contributed 6,236 hours during this period

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The museum contains both permanent and temporary displays. The permanent displays include Sir Edward German (born and buried in the town), Joyce's clocks (local clockmakers), Randolph Caldecott (children's illustrator; worked in the town), Transport (local canals and railways), Cheese making, WW1 communications and Whitchurch market. The temporary displays include 'Journey to the Centre of the Earth' – geology core samples from Prees, Whitchurch Town Halls and Early Catholicism in the town

The charity worked with a number of local partners during these twelve months. Activities included:

- Whitchurch Library
- Malpas VE 80 'The Homecoming'
- Road Stories/Rural Art Hub
- Penley Polish Heritage Project
- Caldecott Society
- Blackberry Fair

The museum collection was enlarged by nearly 200 items; these were donations or purchased from auction houses, both online and nationally or offered for sale by The British Museum, and included:

- Post medieval silver gilt ring
- Late 18th & Early 19th century documents
- WW1 medals and Dead Man's Penny for Private Arrowsmith
- Musket balls
- Early photo of Whitchurch Fire Station

Free leaflets were produced and new publications put on sale:

- Whitchurch RAF pilots in WW2
- Whitchurch men at the Battle of Trafalgar
- The history of brewing in Whitchurch

In October, Lincoln Conservation visited to take 3D photographs of items identified for future handling collection.

Volunteers were also interviewed by a journalist for a Podcast relating to WW2 Prees Heath

The Museum and Volunteers played host to a number of groups and organisations including:

- Whitchurch Brownies
- Little Bears Day Care
- Pettypool Vocational College
- Finds Liaison Officer Finds Day
- Nantwich Museum staff and volunteers

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's annual reserve policy is to hold £5,000 to provide operational cover in the event of no donations or grants

Details of any funds materially in deficit

No funds are 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.

- The charity obtains funding from donations, grant applications, a small shop and Whitchurch Town Council
- Subject to the reserve policy, all funds are used to secure new exhibits for the museum, capital expenditure to enhance the museum (eg new state of the art display cabinets), maintain the artefacts and documents in accordance with Arts Council standards and guidelines and to cover the running costs of Whitchurch Museum and Archives (eg stationery, ink, IT equipment, subscriptions). These explicitly support the charity's objects
- The shop is operated on a self-funding basis
- The charity has no investments other than encompassed by the collections in its care

Section F

Other optional information

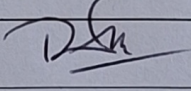
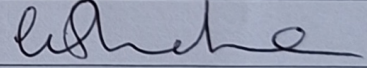
Empty box for other optional information.

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)	TERENCE LAWRENCE FRY	GEMMA SHAUNATHAN
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY

Date 11/12/25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitchurch Museum and Archives

1177596

Receipts and payments accounts

CC16a

For the period
from

01-Apr-24

To

31-Mar-25

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	1,078	-	1,078	-
Allocation from Town Council	5,606	-	-	5,606	-
Housekeeping refund	95	-	-	95	-
Shop sales	-	952	-	952	-
IT services	-	94	-	94	-
Training	261	-	-	261	-
Sub total (Gross income for AR)	5,962	2,124	-	8,086	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,962	2,124	-	8,086	-
A3 Payments					
Allocation from Town Council	6,088	-	-	6,088	-
Purchase for collection	-	1,049	-	1,049	-
Shop stock	-	980	-	980	-
Website	-	-	-	-	-
Donation reimbursement	-	45	-	45	-
Miscellaneous from petty cash	350	-	-	350	-
Sub total	6,438	2,074	-	8,512	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,438	2,074	-	8,512	-
Net of receipts/(payments)	- 476	50	-	- 426	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,538 #	55,298	-	58,836	-
Cash funds this year end	3,062	55,348	-	58,410	-

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	Current bank account	3,062	55,348	-
		-	-	-
		-	-	-
	Total cash funds	3,062	55,348	-

(agree balances with receipts and payments account(s))

OK
OK
OK

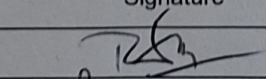
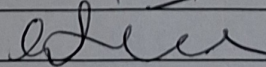
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment	Unrestricted	-	-
	Heritage assets	Restricted	-	-
	Display cabinets	Restricted	-	-
	Furniture	Unrestricted	-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	T L FRY	11/12/25
	G. SHANNON	11/12/25

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales - Charity number 1177596

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2023		31	March	2024

Section A Reference and administration details

Charity name

Whitchurch Museum and Archives

Other names charity is known by

Registered charity number (if any)

1177596

Charity's principal address

12 St. Mary's Street
Whitchurch
Shropshire
Postcode SY13 1QY

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	Gemma Shannahan	Chairperson		Trustee Board
2	Terence Fry	Secretary		Trustee Board
3	Judith Hoyle			Trustee Board
4	Simon Birch			Trustee Board
5	Lindsay Green			Trustee Board
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

Type of adviser	Name	Address
Independent Examiner	Jake Gurr FCA	The Vicarage, Bettisfield, Whitchurch, SY13 2LB
Museum Mentor	Emma-Kate Lanyon	Shrewsbury Museum & Art Gallery, The Music Hall, The Square, Shrewsbury, SY1 1LH

Name of chief executive or names of senior staff members (Optional information)

Judith Hoyle - Curator

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 (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustee Board

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The charity is overseen by the Board of Trustees. The previous relationship with Whitchurch Town Council has been severed; the only relationship now in place is a landlord/tenant relationship in respect of the lease for the museum building.</p> <p>The Trustees will be seeking re-accreditation from the Arts Council during 2024 as part of the Museum Accreditation Scheme.</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Cha

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

To advance the education of the public in the history and heritage of Whitchurch, Shropshire and its surrounding area by the establishment and maintenance of a museum.

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)

The main activities undertaken relating to these objects have been:

- To maintain and open a museum to the public - the museum opened from 11.00 to 16.00 each Tuesday and Thursday and 10.00 to 13.00 on the first Saturday of each month. 1,687 people visited the museum during the period
- To regularly change the exhibits that tell the story of the town of Whitchurch and its hinterland.
- To offer an accessible, searchable archive to the public - this is achieved via our websites and by personal visit to the museum to search our database
- Storage of the museum collection in conditions prescribed by Arts Council England - to preserve the archives and artefacts for the future
- To provide information, advice and counsel to individuals and groups relating to archaeological finds, artefacts, history of local buildings etc and assisting people researching their family history
- To undertake research projects and present findings on the internet and in the museum where appropriate
- To research and create free leaflets on local topics
- To enhance the museum by improving access, signage and making the building more secure
- To increase the museum collection by acquiring archives and artefacts that tell the story of Whitchurch and its surrounding villages

The Trustees have taken due regard of the guidance issued by the Charity Commission on public benefit and confirm that the charity is run totally for public benefit

Additional details of objectives and activities (Optional information)

Whitchurch Museum and Archives is totally run by volunteers. 16 volunteers contributed 5,760 hours during this period

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The museum contains both permanent and temporary displays. The permanent displays include Sir Edward German (born and buried in the town), Joyce's clocks (local clockmakers), Ralph Caldecott (children's illustrator; worked in the town), Transport (local canals and railways), Cheese making, WW1 communications and Whitchurch market. The temporary displays include History of Prees Heath, Whitchurch Model Laundry, Herculaneum Pottery, The Shropshire Giant and Whitchurch Show Programmes.

The charity worked with a number of local partners during these twelve months. Activities included:

- Whitchurch Library
- Whixall History Group
- Road Stories/Rural Art Hub
- Dancing Magpie Art
- Caldecott Society
- Blackberry Fair

The museum collection was enlarged by nearly 300 items; these were donations or purchased from auction houses, both online and nationally or offered for sale by The British Museum, and included:

- 16th century gold & enamel finger ring
- Examples of 18th century Herculaneum pottery
- 19th century Joyce pocket watch
- Shropshire Yeomanry Boer War shoulder badges
- Six 17th century silver coins
- Roman silver mount

Free leaflets were produced and new publications put on sale:

- Walter Webb – architect
- A short history of Catholicism in Whitchurch
- Henry 'Harry Hotspur' Percy
- Whitchurch Fire Service
- A.G.Leighton Ltd – seed merchants

Film company, Eklectics, videoed inside the Museum and items from the Collection for future online public viewing

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's annual reserve policy is to hold £5,000 to provide operational cover in the event of no donations or grants

Details of any funds materially in deficit

No funds are 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.

- The charity obtains funding from donations, grant applications, a small shop and Whitchurch Town Council
- Subject to the reserve policy, all funds are used to secure new exhibits for the museum, capital expenditure to enhance the museum (eg new state of the art display cabinets), maintain the artefacts and documents in accordance with Arts Council standards and guidelines and to cover the running costs of Whitchurch Museum and Archives (eg stationery, ink, IT equipment, subscriptions). These explicitly support the charity's objects
- The shop is operated on a self-funding basis
- The charity has no investments other than encompassed by the collections in its care

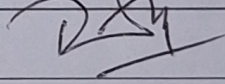
Section F Other optional information

[Empty box for 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)	J.A. Hoyle	
Full name(s)	JUDITH ANN HOYLE	TERENCE LAURENCE FRY
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE

Date 10 / 12 / 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitchurch Museum and Archives	1177596
--------------------------------	---------

CC16a

Receipts and payments accounts

For the period from	01-Apr-23	To	31-Mar-24
---------------------	-----------	----	-----------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	639	-	639	-
Allocation from Town Council	6,251	-	-	6,251	-
Housekeeping refund	43	-	-	43	-
Tesco Groundwork Grant	-	500	-	500	-
Shop sales	-	886	-	886	-
IT services	-	48	-	48	-
	-	-	-	-	-
Sub total (Gross income for AR)	6,294	2,073	-	8,367	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,294	2,073	-	8,367	-
A3 Payments					
Allocation from Town Council	6,829	-	-	6,829	-
Purchase for collection	-	1,636	-	1,636	-
Ready to Borrow Grant	-	118	-	118	-
Shop stock	-	649	-	649	-
Website	23	-	-	23	-
Miscellaneous from petty cash	300	-	-	300	-
	-	-	-	-	-
Sub total	7,152	2,403	-	9,555	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,152	2,403	-	9,555	-
Net of receipts/(payments)	- 858	- 330	-	- 1,188	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,396 #	55,628	-	60,024	-
Cash funds this year end	3,538	55,298	-	58,836	-

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	Current bank account	3,538	55,298	-
		-	-	-
		-	-	-
	Total cash funds	3,538	55,298	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment	Unrestricted	-	-
	Heritage assets	Restricted	-	-
	Display cabinets	Restricted	-	-
	Furniture	Unrestricted	-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature 	Print Name T L FRY	Date of approval 10/12/24
	J A HOYLE	10/12/24

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales - Charity number 1177596

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2022		31	March	2023

Section A Reference and administration details

Charity name

Whitchurch Museum and Archives

Other names charity is known by

Registered charity number (if any)

1177596

Charity's principal address

12 St. Mary's Street
Whitchurch
Shropshire
Postcode SY13 1QY

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	Gemma Shannahan	Chairperson		Trustee Board
2	Terence Fry	Secretary		Trustee Board
3	Judith Hoyle			Trustee Board
4	Simon Birch			Trustee Board
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

Type of adviser	Name	Address
Independent Examiner	Jake Gurr FCA	The Vicarage, Bettisfield, Whitchurch, SY13 2LB
Museum Mentor	Emma-Kate Lanyon	Shrewsbury Museum & Art Gallery, The Music Hall, The Square, Shrewsbury, SY1 1LH

Name of chief executive or names of senior staff members (Optional information)

Judith Hoyle - Curator

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 (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustee Board

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>The charity has been created from part of the operation of Whitchurch Town Council and is presently still overseen by an advisory group of that Council in respect of the Building within which it operates (owned by the Council and leased to the charity) and the Council's annual financial contribution to its operation. This link is being reviewed as part of the Museum's Arts Council re-accreditation and it is expected that at the next accreditation (which was delayed due to Covid) the museum will officially be registered as independent</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Cha

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

To advance the education of the public in the history and heritage of Whitchurch, Shropshire and its surrounding area by the establishment and maintenance of a museum.

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)

The main activities undertaken relating to these objects have been:

- To maintain and open a museum to the public - the museum opened 2 days a week 11.00 to 16.00. In January 2023 the museum commenced opening on the first Saturday of each month
- To regularly change the exhibits that tell the story of the town of Whitchurch and its hinterland.
- To offer an accessible, searchable archive to the public - this is achieved via our websites and by personal visit to the museum to search our database
- Storage of the museum collection in conditions prescribed by Arts Council England - to preserve the archives and artefacts for the future
- To provide information, advice and counsel to individuals and groups relating to archaeological finds, artefacts, history of local buildings etc and assisting people researching their family history
- To undertake research projects and present findings on the internet and in the museum where appropriate
- To research and create free leaflets on local topics
- To enhance the museum by improving access, signage and making the building more secure
- To increase the museum collection by acquiring archives and artefacts that tell the story of Whitchurch and its surrounding villages

The Trustees have taken due regard of the guidance issued by the Charity Commission on public benefit and confirm that the charity is run totally for public benefit

Additional details of objectives and activities (Optional information)

Whitchurch Museum and Archives is totally run by volunteers. Volunteers contributed over 5230 hours during this period

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The museum contains both permanent and temporary displays. The permanent displays include Sir Edward German (born and buried in the town), Joyce's clocks (local clockmakers), Ralph Caldecott (children's illustrator; worked in the town), Transport (local canals and railways), Cheese making, WW1 communications and Whitchurch market. The temporary displays include Moth & Butterflies of Prees Heath, Whitchurch Model Laundry and The Shropshire Giant.

The charity worked with a number of local partners during these twelve months. Activities included:

- Liaising with organisations Arteology, St. Alkmund's Church, Roden and St. Alkmund Masonic Lodges, Whitchurch Scouts & Guides and Sainsbury's for the opening of premises for Heritage Open Days 2022
- Working with Drakon Heritage to increase the knowledge of volunteers on conserving metal objects within the collection
- Collaborating with Modes for Museums to upgrade our Catalogue system from Modes Compact to Modes Complete
- Linking up with St. John Talbot School, Whitchurch and hosting two pupils on work experience
- Writing an article for the September issue of Who Do You Think You Are magazine on an autograph book in the collection
- Organising special Saturday opening for 38 members of the Antiquarian Horological Society (turret clock group) in November

The museum collection was enlarged by over 130 items; these were donations or purchased from auction houses, both online and nationally and included:

- 1923 Class Record Book for the Whitchurch Wesleyan School
- Whitchurch silver football medal for 1912/1913 season
- Mezzotint by local artist Jessie Furber
- Silver urn presented to the vicar of Ash during the 1930s

Free leaflets were produced and new publications put on sale:

- Whitchurch Gymnastic Association
- From Whitchurch to Java

Film company, Eklectics, videoed inside the Museum and items from the Collection for future online public viewing

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's annual reserve policy is to hold £5,000 to provide operational cover in the event of no donations or grants

Details of any funds materially in deficit

No funds are 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.

- The charity obtains funding from donations, grant applications, a small shop and Whitchurch Town Council
- Subject to the reserve policy, all funds are used to secure new exhibits for the museum, capital expenditure to enhance the museum (eg new state of the art display cabinets), maintain the artefacts and documents in accordance with Arts Council standards and guidelines and to cover the running costs of Whitchurch Museum and Archives (eg stationery, ink, IT equipment, subscriptions). These explicitly support the charity's objects
- The shop is operated on a self-funding basis
- The charity has no investments other than encompassed by the collections in its care

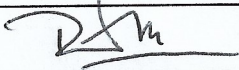

Section F Other optional information

[Empty box for 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)	TERENCE LAWRENCE FRY	JUDITH ANN HOYLE
Position (eg Secretary, Chair, etc)	SECRETARY	TRUSTEE

Date 16/1/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitchurch Museum and Archives	1177596
--------------------------------	---------

CC16a

Receipts and payments accounts

For the period from	01-Apr-22	To	31-Mar-23
---------------------	-----------	----	-----------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	753	-	753	-
Allocation from Town Council	4,673	-	-	4,673	-
Housekeeping refund	3	-	-	3	-
Shop sales	-	1,104	-	1,104	-
IT services	-	14	-	14	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,676	1,871	-	6,547	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,676	1,871	-	6,547	-
A3 Payments					
Allocation from Town Council	5,289	-	-	5,289	-
Purchase for collection	-	2,010	-	2,010	-
Shop stock	-	367	-	367	-
Website	187	-	-	187	-
Miscellaneous from petty cash	200	-	-	200	-
	-	-	-	-	-
Sub total	5,676	2,377	-	8,053	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	5,676	2,377	-	8,053	-
Net of receipts/(payments)	- 1,000	- 506	-	- 1,506	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,396 #	56,134	-	61,530	-
Cash funds this year end	4,396	55,628	-	60,024	-

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	Current bank account	4,396	55,628	-
		-	-	-
		-	-	-
	Total cash funds	4,396	55,628	-

(agree balances with receipts and payments account(s))

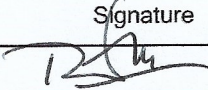
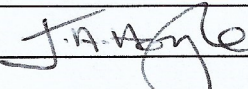
		OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment	Unrestricted	-	-
	Heritage assets	Restricted	-	-
	Display cabinets	Restricted	-	-
	Furniture	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TERENCE LAWRENCE FRY	16/1/2024
	JUDITH HOYLE	16/1/2024

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales - Charity number 1177596

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2021		31	March	2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

12 St. Mary's Street
Whitchurch
Shropshire
Postcode SY13 1QY

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	Gemma Shannahan	Chairperson		Trustee Board
2	Terence Fry	Secretary		Trustee Board
3	Judith Hoyle			Trustee Board
4	Will McDonnell			Trustee Board
5	Beverly Duffy			Trustee Board
6	Simon Birch			Trustee Board
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

Type of adviser	Name	Address
Independent Examiner	Jake Gurr FCA	The Vicarage, Bettisfield, Whitchurch, SY13 2LB
Museum Mentor	Emma-Kate Lanyon	Shrewsbury Museum & Art Gallery, The Music Hall, The Square, Shrewsbury, SY1 1LH

Name of chief executive or names of senior staff members (Optional information)

Judith Hoyle - Curator

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 (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustee Board

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.

The charity has been created from part of the operation of Whitchurch Town Council and is presently still overseen by an advisory group of that Council in respect of the Building within which it operates (owned by the Council and leased to the charity) and the Council's annual financial contribution to its operation. This link is being reviewed as part of the Museum's Arts Council re-accreditation and it is expected that at the next accreditation (which has been delayed due to Covid) the museum will officially be registered as independent

Cha

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

To advance the education of the public in the history and heritage of Whitchurch, Shropshire and its surrounding area by the establishment and maintenance of a museum.

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)

- The main activities undertaken relating to these objects have been:
- To maintain and open a museum to the public - the museum opened 2 days a week 11.00 to 16.00
 - To regularly change the exhibits that tell the story of the town of Whitchurch and its hinterland.
 - To offer an accessible, searchable archive to the public - this is achieved via our websites and by personal visit to the museum to search our database
 - Storage of the museum collection in conditions prescribed by Arts Council England - to preserve the archives and artefacts for the future
 - To provide information, advice and counsel to individuals and groups relating to archaeological finds, artefacts, history of local buildings etc and assisting people researching their family history
 - To undertake research projects and present findings on the internet and in the museum where appropriate
 - To research and create free leaflets on local topics
 - To enhance the museum by improving access, signage and making the building more secure
 - To increase the museum collection by acquiring archives and artefacts that tell the story of Whitchurch and its surrounding villages

The Trustees have taken due regard of the guidance issued by the Charity Commission on public benefit and confirm that the charity is run totally for public benefit

Additional details of objectives and activities (Optional information)

The museum was closed as a result of HM Government Covid legislation from the start of the period until 25 June, when it started opening one day a week. It moved to 2 days a week on 27 July

Whitchurch Museum and Archives is totally run by volunteers. Volunteers contributed 4753 hours during this period

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

- The museum contains both permanent and temporary displays. The permanent displays include Sir Edward German (born and buried in the town), Joyce's clocks (local clockmakers), Ralph Caldecott (children's illustrator; worked in the town), Transport (local canals & railways), Cheese making, WW1 communications, Whitchurch market. The temporary displays include stained glass windows from the old Red Lion pub, Whitchurch Girls Grammar School and Salopian Engineers
- The charity worked with a number of local partners during these twelve months. Activities included:
 - Representation on the Malpas Jubilee Committee
 - Evening visit and activities arranged for Prees Scouts, Cubs and Beavers at the museum
 - Renewing hosting of Whixall local history group website
 - Involvement in the Caldecott Arts Festival (planned for 2021 but postponed to March 2022) with the charity 'From Generation to Generation' and Saturday opening to support Festival activities
 - Worked with the Caldecott Society to put on a special display for the Caldecott Arts Festival including the loan of items from their archive
 - Loaning a new microfilm reader to Whitchurch Library
- The museum collection was enlarged by over 250 items; these were donations or purchased from online auctions, auction houses, the British Museum and included
 - :Bronze Age axe head
 - Victorian silver medallion – Whitchurch Ladies Friendly Society
 - 1941 Women's Voluntary Service trophy
 - Selection of butterflies and moths caught in the 1960s on Prees Heath and Whixall Moss
 - Hoard of Civil War coins found in Prees
 - A caste iron gate post c1866
- Free leaflets were produced and new publications put on sale (collection by arrangement)
 - Whitchurch cinemas
 - Ancient monuments in the local area
- A children's quiz, which has proved very popular, was created to help children learn about the museum and its collection
- The museum received a visit from the Head of Shropshire Museum & Archive Service which resulted in very complementary feedback
- A list of artefacts with accompanying explanatory text was compiled for a professional video shoot of the museum and its collection

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's annual reserve policy is to hold £5,000 to provide operational cover in the event of no donations or grants

Details of any funds materially in deficit

No funds are 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.

- The charity obtains funding from donations, grant applications, a small shop and Whitchurch Town Council
- The Charity has received Government Covid-19 grants. The Trustees have decided to use these grants:
 - To ensure a safe environment for volunteers and visitors by purchasing PPE, screens and associated items
 - To broaden the range of items on display in the museum by purchasing new items for the collection
 - To improve public accessibility to our collection and resources by creating a new website and putting the complete collection on-line
- Subject to the reserve policy, all funds are used to secure new exhibits for the museum, capital expenditure to enhance the museum (eg new state of the art display cabinets), maintain the artefacts and documents in accordance with Arts Council standards and guidelines and to cover the running costs of Whitchurch Museum and Archives (eg stationery, ink, IT equipment, subscriptions). These explicitly support the charity's objects
- The shop is operated on a self-funding basis
- The charity has no investments other than encompassed by the collections in its care

Section F

Other optional information

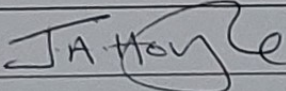
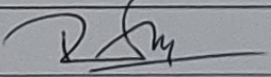
[Empty box for optional information]

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)	JUDITH ANN HOYLE	TERENCE LAWRENCE FRY
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE
Date	24.11.22	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitchurch Museum and Archives

1177596

Receipts and payments accounts

CC16a

For the period
from

01-Apr-21

To

31-Mar-22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	381	-	381	-
Allocation from Town Council	5,000	-	-	5,000	-
Housekeeping refund	15	-	-	15	-
Shop sales	-	473	-	473	-
IT services	-	359	-	359	-
Government Covid-19 Grants	3,000	9,000	-	12,000	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,015	10,213	-	18,228	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,015	10,213	-	18,228	-
A3 Payments					
Allocation from Town Council	5,316	-	-	5,316	-
Purchase for collection	-	939	-	939	-
Shop stock	-	291	-	291	-
Website	14	-	-	14	-
Equipment	3,850	-	-	3,850	-
Donation	-	1,500	-	1,500	-
Covid secure measures	466	-	-	466	-
Miscellaneous from petty cash	250	-	-	250	-
	-	-	-	-	-
Sub total	9,896	2,730	-	12,626	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	9,896	2,730	-	12,626	-
Net of receipts/(payments)	- 1,881	7,483	-	5,602	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,277 #	48,651	-	55,928	-
Cash funds this year end	5,396	56,134	-	61,530	-

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	Current bank account	5,396	56,134	-
		-	-	-
		-	-	-
	Total cash funds	5,396	56,134	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

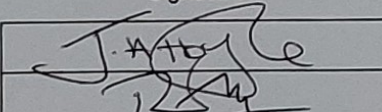
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment	Unrestricted	-	-
	Heritage assets	Restricted	-	-
	Display cabinets	Restricted	-	-
	Furniture	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature 	Print Name JUDITH ANN HOYLE TERENCE LAWRENCE FRY	Date of approval 24.11.22 24/11/22
--------------------------------------------------------------------------------------------------	--------------------------------------------------------	------------------------------------------

WHITCHURCH MUSEUM AND ARCHIVES

England & Wales - Charity number 1177596

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2020		31	March	2021

Section A Reference and administration details

Charity name

Whitchurch Museum and Archives

Other names charity is known by

Registered charity number (if any)

1177596

Charity's principal address

12 St. Mary's Street

Whitchurch

Shropshire

Postcode

SY13 1QY

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	Gemma Shannahan	Chairperson		Trustee Board
2	Terence Fry	Secretary		Trustee Board
3	Judith Hoyle			Trustee Board
4	Daphne Alcock			Trustee Board
5	Beverly Duffy			Trustee Board
6	Simon Birch			Trustee Board
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

Name	Dates acted if not for whole year

Type of adviser	Name	Address
Independent Examiner	Jake Gurr FCA	The Vicarage, Bettisfield, Whitchurch, SY13 2LB
Museum Mentor	Emma-Kate Lanyon	Shrewsbury Museum & Art Gallery, The Music Hall, The Square, Shrewsbury, SY1 1LH

Name of chief executive or names of senior staff members (Optional information)

Judith Hoyle - Curator

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 (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Trustee Board

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.

The charity has been created from part of the operation of Whitchurch Town Council and is presently still overseen by a sub-committee of that Council in respect of the Building within which it operates (owned by the Council and leased to the charity) and the Council's annual financial contribution to its operation. This link is being reviewed as part of the Museum's Arts Council re-accreditation and it is expected that in 2022 the museum will become independent.

Cha

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

To advance the education of the public in the history and heritage of Whitchurch, Shropshire and its surrounding area by the establishment and maintenance of a museum.

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)

The main activities undertaken relating to these objects have been:

- To maintain and open a museum to the public - the museum previously opened 3 days a week 11.00 to 16.00. However, due to the coronavirus pandemic it was closed from April until October 15th and then again from November 5th to the end of the reporting period
- To regularly change the exhibits that tell the story of the town of Whitchurch and its hinterland. Changes have been made during the period of closure to prepare for re-opening and these have included displays on 'Salopian Engineers', 'Trufood baby products' and 'Pigeon racing'
- To offer an accessible, searchable archive to the public - this is achieved via our websites and by personal visit to the museum to search our database
- Storage of the museum collection in conditions prescribed by Arts Council England - to preserve the archives and artefacts for the future
- To provide information, advice and counsel to individuals and groups relating to archaeological finds, artefacts, history of local buildings etc and assisting people researching their family history
- To undertake research projects and present findings on the internet and in the museum where appropriate - these projects include 'People from Whitchurch who emigrated to Canada', completing the website entitled 'Whitchurch Boer War Soldiers' and updating the 'Whitchurch Workhouse' website
- To research and create free leaflets on local topics
- To enhance the museum by improving access, signage and making the building more secure
- To increase the museum collection by acquiring archives and artefacts that tell the story of Whitchurch and its surrounding villages

The Trustees have taken due regard of the guidance issued by the Charity Commission on public benefit and confirm that the charity is run totally for public benefit

Additional details of objectives and activities (Optional information)

Whitchurch Museum and Archives is totally run by volunteers. Volunteers contributed 3411 hours during this period working mainly from home. This has been half the previous year due to the closure of the museum as a result of the Covid pandemic

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

- The museum contains both permanent and temporary displays. The permanent displays include Sir Edward German (born and buried in the town), Joyce's clocks (local clockmakers), Ralph Caldecott (children's illustrator; worked in the town), Transport (local canals & railways), Cheese making, WW1 communications, Whitchurch market. The temporary displays include WW1 Memorials and Plaques, Paintings by Kathleen Parbutt and examples of Mezzotints by Jessie Rendle Furber
- The charity worked with a number of local partners during these twelve months. Activities included:
 - Creating web pages for Malpas local history group to commemorate VE Day as the actual event was cancelled due to Covid
 - Arranging a conducted tour of the museum for the High Sheriff of Shropshire, Dean Harris
 - Renewing hosting of Whixall local history group website
 - Involvement in Caldecott Arts Festival (planned for 2021 but postponed to March 2022) with the charity 'From Generation to Generation'
- The charity's website was totally redeveloped during the year. This has provided:
 - A more modern and up-to-date presentation of the museum and its collection
 - Access to all accessioned items within the collection, including photographs of most items
 - Easy updating for changes and new acquisitions
- The museum collection was enlarged by over 120 items, the majority purchased from online auctions and included
 - Mid 19th century Jarvis watch movement
 - 18th century Whitchurch print
 - Selection of 1920 conveyances relating to Mr Heath
- The safety of volunteers and the general public was enhanced
 - By the creation of a permanent glass screen around the front desk
 - By the purchase of a credit card reader
 - By the use of desk dividers and general PPE equipment
- Free leaflets were produced and new publications put on sale (collection by arrangement)
 - Laundrycraft
 - Recipients of Gallantry medals from Whitchurch area
 - Patents awarded to people from Whitchurch and the surrounding villages

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's annual reserve policy is to hold £5,000 to provide operational cover in the event of no donations or grants

Details of any funds materially in deficit

No funds are 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.

- The charity obtains funding from donations, grant applications, a small shop and Whitchurch Town Council
- The Charity has received Government Covid-19 grants. The Trustees have decided to use these grants:
 - To ensure a safe environment for volunteers and visitors by purchasing PPE, screens and associated items
 - To broaden the range of items on display in the museum by purchasing new items for the collection
 - To improve public accessibility to our collection and resources by creating a new website and putting the complete collection on-line
- Subject to the reserve policy, all funds are used to secure new exhibits for the museum, capital expenditure to enhance the museum (eg new state of the art display cabinets), maintain the artefacts and documents in accordance with Arts Council standards and guidelines and to cover the running costs of Whitchurch Museum and Archives (eg stationery, ink, IT equipment, subscriptions). These explicitly support the charity's objects
- The shop is operated on a self-funding basis
- The charity has no investments other than encompassed by the collections in its care

Section F

Other optional information



Empty box for 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)	TERENCE LAWRENCE FRY	JUDITH ANN HOYLE
Position (eg Secretary, Chair, etc)	SECRETARY	TRUSTEE
Date	16/12/2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whitchurch Museum and Archives

1177596

Receipts and payments accounts

CC16a

For the period
from

01-Apr-20

To

31-Mar-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	10,170	-	10,170	-
Allocation from Town Council	5,000	-	-	5,000	-
Shop sales	-	8	-	8	-
IT services	-	14	-	14	-
Government Covid-19 Grants	7,500	33,450	-	40,950	-
	-	-	-	-	-
Sub total (Gross income for AR)	12,500	43,642	-	56,142	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	12,500	43,642	-	56,142	-
A3 Payments					
Allocation from Town Council	4,168	-	-	4,168	-
Purchase for collection	-	1,120	-	1,120	-
Shop stock	-	514	-	514	-
Website	4,941	-	-	4,941	-
Covid secure measures	2,269	-	-	2,269	-
Miscellaneous from petty cash	100	-	-	100	-
	-	-	-	-	-
Sub total	11,478	1,634	-	13,112	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,478	1,634	-	13,112	-
Net of receipts/(payments)	1,022	42,008	-	43,030	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,255 #	6,643	-	12,898	-
Cash funds this year end	7,277	48,651	-	55,928	-

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	Current bank account	7,277	48,651	-
		-	-	-
		-	-	-
	Total cash funds	7,277	48,651	-

(agree balances with receipts and payments account(s))

OK Unrestricted funds to nearest £	OK Restricted funds to nearest £	OK Endowment funds to nearest £
------------------------------------------	----------------------------------------	---------------------------------------

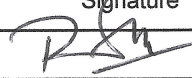
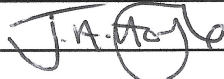
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Computer equipment	Unrestricted	-	-
	Heritage assets	Restricted	-	-
	Display cabinets	Restricted	-	-
	Furniture	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TERENCE LAWRENCE FAY	16/12/2021
	JUDITH ANN HOYLE	16/12/2021

WHITCHURCH MUSEUM & ARCHIVES
STATEMENT OF INCOME & EXPENDITURE
YEAR ENDING 31 MARCH 2021

	2021		2020	
	£	£	£	£
INCOME				
Donation	10,170		707	
House keeping	40,950		10	
Stationery	-		53	
Government Covid-19 grants	-		-	
Town Council	5,123		5,000	
Shop sales	8		1,174	
Website	-		116	
IT	14		-	
TOTAL INCOME		56,265		7,060
EXPENDITURE				
Town Council Allocation				
Conservation	(918)		(194)	
House keeping	(273)		(945)	
Stationery	(559)		(1,371)	
Building/Maintenance	(1,859)		0	
Training	(22)		(170)	
IT	(537)		(1,471)	
Other expenditure		(4,168)		(4,152)
Purchase for collection	(1,120)		(930)	
Shop stock	(514)		(427)	
Shop sales	0		(77)	
Covid Secure Measures	(2,269)		0	
Groundwork	0		(74)	
Chapel book	0		(156)	
Petty cash	(100)		(150)	
Ready to Borrow Grant	0		(302)	
Town Council	(123)		(198)	
Website	(4,941)		(317)	
		(9,067)		(2,630)
TOTAL EXPENDITURE		(13,235)		(6,782)
NET INCOME/(DEFICIT) FOR YEAR		43,030		278

STATEMENT OF ASSETS & LIABILITIES

NatWest account (a/c 86090402)

Opening balance	12,898		12,620	
Closing balance	55,929		12,898	
Movement during period		43,030		278
Check		0		0

Note: Petty cash declared as £101.91 on 31st March 2021 but not included above

Independent examiner's report to the trustees of WHITCHURCH MUSEUM & ARCHIVES

I report on the accounts of the Trust for the year ended 31 March 2021 which are set out on the following page.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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 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. 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 trustees 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

Name: Jake Gurr

Relevant professional qualification or body: ICAEW

Address: The Vicarage, Bettisfield, Whitchurch, Shropshire, SY13 2LB

Signature & date:



JAKE GURR FCA
☎ 01948 838101
📠 07766 110085

21st September 2021