



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/01/2023 Period start date To 31/12/2023 Period end date

Charity name: Fylingdales Museum & Archive Trust

Charity registration number: 1177886

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public by the provision of a museum to collect preserve and exhibit items of historical, industrial and ecological interest with particular emphasis on items relating to the locality of Robin Hood's Bay and Fylingdales and to maintain a library of books and other forms of printed word to enable these to be accessed by the public for study and other purposes.
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.	Para 1.17 and 1.19	The main activities are: <ul style="list-style-type: none"><li>- Operation of the Fylingdales Museum.</li><li>- Restoration &amp; display of artifacts related to prior times in Fylingdales.</li><li>- Maintenance of the Fylingdales Archive, and making this available to the public for research purposes.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grant-making, is not a material part of the charity's activities
Policy on social investment including program related investment	Para 1.38	The charity invests its monies in maintaining an operating the museum, provisioning professional restoration and maintenance of the artefacts held in the museum and the archive.
Contribution made by volunteers	Para 1.38	The museum and archive is manned by volunteers. Museum volunteers operate the museum, contribute to its maintenance and operation.

## 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.	Para 1.20	<p>The charity has successfully maintained the museum (a listed building) in good repair.</p> <p>The charity has successfully maintained the artefacts contained within the museum.</p> <p>The charity has successfully maintained and added to the content of the archive.</p> <p>By undertaking the three points above, we have successfully provided access to these to the general public and those undertaking research into the history of Fylingdales.</p>
---	-----------	---

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Please see annual accounts submission
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold reserves within our coop interest account in order to gain a higher return than what would be achieved if solely held in a cash account.
Amount of reserves held	Para 1.22	Please see annual accounts submission
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no uncertainties, the charity is well attended and supported and is financially sound.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity's income is generated through donations at the museum, other donations and grants and retail sales generated by selling items relating to local history at the museum itself.
Investment policy and objectives including any	Para 1.46	N/A

social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	The museum building is over 150 years old and is a listed building. The museum must be maintained regularly, otherwise there is a risk that it could fall into disrepair.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated Association.
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	Para 1.25	Trustee's are invited by the committee to become Trustees – following an expression of interest made by the potential trustee to the charity.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity maintains a volunteer management committee made up of an elected Chairman, Secretary, Treasurer, and includes a nominated 'museum curator', 'archivist', 'buildings manager', 'retail sales manager' and 'IT manager'. These roles are supported by other committee members.
Relationship with any related parties	Para 1.51	We are supported by Museum Development Yorkshire, and The North Yorks National Parks.

## Reference and Administrative details

Charity name	Fylingdales Museum & Archive Trust
Other name the charity uses	Ronin Hood's Bay Museum
Registered charity number	1177886
Charity's principal address	Fylingdales Museum Trust C/O Bay Museum, Fisherhead, Robin hood's Bay, Whitby, North Yorkshire, YO224TQ.

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of body entitled to appoint trustee (if any)
1	Philip Haigh	Chairman/Trustee	Whole Year	Charity's Committee
2	Jane Mortimer	Trustee	Whole Year	Charity's Committee
3	Michael Waters	Trustee	Whole Year	Charity's Committee
4	Greg Pennock	Trustee	Whole Year	Charity's Committee
5	Claire Thomas	Trustee	Whole Year	Charity's Committee
6	Alan Staniforth	Trustee	Whole Year	Charity's Committee

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

None.

Other optional information

None.
-------

Declarations

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

Signed on behalf of the charity’s trustees

Signature(s)	<i>Philip Haigh</i>	
Full name(s)	Philip Haigh	
Position (eg Chair, etc)	Chairman/Trustee	

Date	06/01/2024
------	------------

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2023  
for  
Fylingdales Museum Trust

Asquith & Co Accountants Limited  
Rowan House  
7 West Bank  
SCARBOROUGH  
North Yorkshire  
YO12 4DX

Contents of the Financial Statements  
for the Year Ended 31 December 2023

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 11
Detailed Statement of Financial Activities	12 to 13

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The purposes of the charity are to advance the education of the public by the provision of a museum to collect preserve and exhibit items of historical, industrial and ecological interest with particular emphasis on items relating to the locality of Robin Hood's Bay and Fylingdales and to maintain a library of books and other forms of printed word to enable these to be accessed by the public for study and other purposes.

### **Significant activities**

The main activities are:

- Operation of the Fylingdales Museum.
- Restoration & display of artifacts related to prior times in Fylingdales.
- Maintenance of the Fylingdales Archive, and making this available to the public for research purposes.

### **Public benefit**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

### **Social investments**

The charity invests its monies in maintaining an operating the museum, provisioning professional restoration and maintenance of the artefacts held in the museum and the archive.

### **Grantmaking**

Grant-making is not a material part of the charity's activities

### **Volunteers**

The museum and archive is manned by volunteers. Museum volunteers operate the museum, contribute to its maintenance and operation.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

The charity has successfully maintained the museum (a listed building) in good repair.

The charity has successfully maintained the artefacts contained within the museum.

The charity has successfully maintained and added to the content of the archive.

By undertaking the three points above, we have successfully provided access to these to the general public and those undertaking research into the history of Fylingdales.

## **FINANCIAL REVIEW**

### **Financial position**

The financial position of the charity is good. Reserves are £74,657. A large amount of expected roof repairs were undertaken this year.

### **Principal funding sources**

The charities income is generated through donations at the museum, other donations and grants and retail sales generated by selling items relating to local history at the museum itself.

### **Reserves policy**

We hold reserves within NS&I in order to gain a higher return than what would be archived if solely held in a bank account.



## **FINANCIAL REVIEW**

### **Going concern**

There are no uncertainties, the charity is well attended and supported and is financially sound.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO).

### **Recruitment and appointment of new trustees**

Trustee's are invited by the committee to become Trustees - following an expression of interest made by the potential trustee to the charity.

### **Organisational structure**

The Charity maintains a volunteer management committee made up of an elected Chairman, Secretary, Treasurer, and includes a nominated 'museum curator', 'archivist', 'buildings manager', 'retail sales manager' and 'IT manager'. These roles are supported by other committee members.

We are supported by Museum Development Yorkshire, and The North Yorks Moors National Parks.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1177886

### **Trustees**

P A Haigh Trustee & Treasurer

A Staniforth

M Waters

Ms M Pennock

Ms J Mortimer

### **Independent Examiner**

Asquith & Co Accountants Limited

Rowan House

7 West Bank

SCARBOROUGH

North Yorkshire

YO12 4DX

Fylingdales Museum Trust

Report of the Trustees  
for the Year Ended 31 December 2023

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
P A Haigh - Trustee

Independent Examiner's Report to the Trustees of  
Fylingdales Museum Trust

**Independent examiner's report to the trustees of Fylingdales Museum Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

**Responsibilities and basis of report**

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of section 130 of the Charities Act; or
2. the accounts do not accord with those records; or
3. the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Miss Jennifer Springham FCCA  
The Association of Chartered Certified Accountants

Asquith & Co Accountants Limited  
Rowan House  
7 West Bank  
SCARBOROUGH  
North Yorkshire  
YO12 4DX

Date: 13 March 2024

Fylingdales Museum Trust

Statement of Financial Activities  
for the Year Ended 31 December 2023

		31.12.23 Unrestricted fund £	31.12.22 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies		8,619	47,076
<b>Charitable activities</b>			
Activities undertaken directly		10,000	-
Other trading activities	2	3,199	2,978
Investment income	3	<u>475</u>	<u>36</u>
<b>Total</b>		<u>22,293</u>	<u>50,090</u>
 <b>EXPENDITURE ON</b>			
Raising funds		1,832	5,277
<b>Charitable activities</b>			
Activities undertaken directly		34,451	2,486
Support costs		<u>345</u>	<u>420</u>
<b>Total</b>		<u>36,628</u>	<u>8,183</u>
 <b>NET INCOME/(EXPENDITURE)</b>		(14,335)	41,907
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		88,992	47,085
 <b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>74,657</u></u>	<u><u>88,992</u></u>

The notes form part of these financial statements

Fylingdales Museum Trust

Balance Sheet

31 December 2023

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	7	1,204	-
<b>CURRENT ASSETS</b>			
Stocks	8	2,900	3,665
Cash at bank		<u>70,998</u>	<u>85,747</u>
		73,898	89,412
<b>CREDITORS</b>			
Amounts falling due within one year	9	(445)	(420)
		<u>          </u>	<u>          </u>
<b>NET CURRENT ASSETS</b>		<u>73,453</u>	<u>88,992</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>74,657</u>	<u>88,992</u>
<b>NET ASSETS</b>		<u>74,657</u>	<u>88,992</u>
<b>FUNDS</b>	10		
Unrestricted funds		<u>74,657</u>	<u>88,992</u>
<b>TOTAL FUNDS</b>		<u>74,657</u>	<u>88,992</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....  
P A Haigh - Trustee

The notes form part of these financial statements

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## **2. OTHER TRADING ACTIVITIES**

	31.12.23	31.12.22
	£	£
Museum sales	1,581	1,612
Book sales	1,512	1,046
School sales	<u>106</u>	<u>320</u>
	<u>3,199</u>	<u>2,978</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

**3. INVESTMENT INCOME**

	31.12.23	31.12.22
	£	£
Deposit account interest	<u>475</u>	<u>36</u>

**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.12.23	31.12.22
	£	£
Depreciation - owned assets	<u>593</u>	<u>-</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	47,076
Other trading activities	2,978
Investment income	<u>36</u>
<b>Total</b>	<u>50,090</u>
<b>EXPENDITURE ON</b>	
Raising funds	5,277
<b>Charitable activities</b>	
Activities undertaken directly	2,486
Support costs	<u>420</u>
<b>Total</b>	<u>8,183</u>
<b>NET INCOME</b>	41,907
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	<u>47,085</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>88,992</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

**7. TANGIBLE FIXED ASSETS**

	Computer equipment £
<b>COST</b>	
Additions	<u>1,797</u>
<b>DEPRECIATION</b>	
Charge for year	<u>593</u>
<b>NET BOOK VALUE</b>	
At 31 December 2023	<u>1,204</u>
At 31 December 2022	<u>-</u>

**8. STOCKS**

	31.12.23	31.12.22
	£	£
Stocks	<u>2,900</u>	<u>3,665</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.23	31.12.22
	£	£
Accrued expenses	<u>445</u>	<u>420</u>

**10. MOVEMENT IN FUNDS**

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	88,992	(14,335)	74,657
	<u>88,992</u>	<u>(14,335)</u>	<u>74,657</u>
<b>TOTAL FUNDS</b>			

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	22,293	(36,628)	(14,335)
	<u>22,293</u>	<u>(36,628)</u>	<u>(14,335)</u>
<b>TOTAL FUNDS</b>			



Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

**10. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
General fund	47,085	41,907	88,992
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>47,085</u>	<u>41,907</u>	<u>88,992</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	50,090	(8,183)	41,907
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>50,090</u>	<u>(8,183)</u>	<u>41,907</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
<b>Unrestricted funds</b>			
General fund	47,085	27,572	74,657
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>47,085</u>	<u>27,572</u>	<u>74,657</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	72,383	(44,811)	27,572
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>72,383</u>	<u>(44,811)</u>	<u>27,572</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2023.

Fylingdales Museum Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2023

	31.12.23 £	31.12.22 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	8,619	6,576
Legacies	-	40,000
Normandy trust	-	500
	<u>8,619</u>	<u>47,076</u>
<b>Other trading activities</b>		
Museum sales	1,581	1,612
Book sales	1,512	1,046
School sales	106	320
	<u>3,199</u>	<u>2,978</u>
<b>Investment income</b>		
Deposit account interest	475	36
<b>Charitable activities</b>		
Grants	10,000	-
<b>Total incoming resources</b>	<u>22,293</u>	<u>50,090</u>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	3,665	3,500
Purchases	445	5,442
Commission	29	-
Computer equipment	593	-
Closing stock	(2,900)	(3,665)
	<u>1,832</u>	<u>5,277</u>
<b>Charitable activities</b>		
Insurance	718	656
Light and heat	839	1,049
Postage and stationery	-	15
Room rental	-	40
Repairs and maintenance	30,987	223
Advertising and website	1,498	93
Equipment purchased	-	165
Sundry expenses	310	173
Church book project	-	72
	<u>34,352</u>	<u>2,486</u>
<b>Support costs</b>		

This page does not form part of the statutory financial statements

Fylingdales Museum Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2023

	31.12.23 £	31.12.22 £
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy fees	<u>444</u>	<u>420</u>
Total resources expended	<u>36,628</u>	<u>8,183</u>
<b>Net (expenditure)/income</b>	<u>(14,335)</u>	<u>41,907</u>