

THE BEAMINSTER MUSEUM TRUST

England & Wales · Charity number 1179769

Details

Status Registered

Legal form CIO

Registered 2018-09-03

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

Contact

Address Beaminster Museum
Whitcombe Road
Beaminster
DT8 3NB

Phone 01308863623

Email info@beaminstermuseum.co.uk

Website www.beaminstermuseum.co.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC BY FOUNDING, MAINTAINING AND MANAGING A MUSEUM IN BEAMINSTER TO PROMOTE PUBLIC INTEREST IN AND TO COLLECT AND PRESERVE ITEMS CONNECTED WITH THE HISTORY OF THE TOWN AND SURROUNDING RURAL AREA.

Activities: The Beaminster Museum Trust runs a local history museum in Whitcombe Road, Beaminster, Dorset. The aim is to increase awareness of local history and provide exhibitions, talks and events, mainly of an educational nature. There is contact with local schools and societies. The activities contribute to the well-being of the town by increasing the interests available to local people and visitors .

Classification

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

Geography

- Dorset

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2024-11-04 | £11,849 | £14,824 | - | - |
| 2023-11-04 | £17,373 | £18,693 | - | - |
| 2022-11-04 | £8,978 | £27,674 | - | - |
| 2021-11-04 | £45,024 | £186,463 | - | - |
| 2020-11-04 | £192,127 | £89,528 | - | - |

Trustees

| Name | Role | Appointed |
|-------------------------------|------|------------|
| Colin Graham Charles Bowditch | | 2019-01-10 |
| David Alexander Crawford | | 2021-05-05 |
| Dr MARCUS REX CHAMBERS | | 2018-09-03 |
| Jonathan Shaun Fairchild | | 2023-05-01 |
| Matthew Alexander Kirkman | | 2021-05-05 |

THE BEAMINSTER MUSEUM TRUST

England & Wales - Charity number 1179769

Accounts



Trustees' Annual Report for the period

From 5th November 2023 Period start date to 4th November 2024 Period end date

Charity name: The Beaminster Museum Trust

Charity registration number: 1179769

Objectives and Activities

| | SORP reference | |
|---|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>MISSION: To encourage research, collect, conserve and exhibit objects, images and records associated with the history of Beaminster and the surrounding villages, so adding to the cultural and educational facilities for local adults, children and visitors to the area.</p> <p>AIMS:</p> <ol style="list-style-type: none"> 1. To care for the Museum building and maintain the terms of the Museum Covenant. 2. To care for the Permanent Collections, advised by recommended best practice. 3. To present and display materials, particularly to encourage learning. 4. To provide temporary exhibitions and other opportunities for educational and cultural events in the Museum. 5. To develop the Reference Section to provide materials for local history studies and family history research. 6. To care for the volunteers who help run the museum by offering opportunities to learn and develop new skills in a happy, friendly and safe working environment. 7. To maintain the effective management of resources, finances and personnel to ensure the delivery of the Museum's aims well into the future. 8. To work in collaboration with schools, community groups, the Beaminster Festival, Dorset Arts Weeks, regional and local councils and other museums so enhancing the contribution of the Museum to community well-being. 9. To implement a wide marketing policy in order to achieve the aims. |
| Summary of the main activities in relation to those purposes for the public | Para 1.17 and 1.19 | As a community run museum, we are open four days a week to the public, and on two additional days for our research group and for a social |

| | | |
|--|-----------|---|
| benefit, in particular, the activities, projects or services identified in the accounts. | | coffee morning for our volunteers to address weekly issues. In addition to being a museum about our community, from pre history to the present day, we support family history and social history research for both local residents and visitors with historic links to the area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>To open the Museum for 6 months of the year In addition to our permanent collection , to provide temporary displays such as this years "When the Romans came to Dorset" and "One and two halves to Beaminster"</p> <p>To open for group visits to see the museum collection.</p> <p>To arrange visits by children in school groups. To answer queries from the public concerning the history of the area.</p> <p>To help with family research for people world-wide with a Beaminster connection.</p> <p>To provide a history-based series of lectures during the winter months.</p> <p>We co-manage with the Jurassic Coast Tust a NNS site of geological interest which we open to the public from time to time or on request.</p> <p>We confirm that trustees have had regard to the guidance issued by the Charity Commission in respect of public benefit</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|---|
| Policy on grant making | Para 1.38 | We hold reserved funds for educational purposes, the main use of which recently has been to subsidise transport for visiting schools. |
| Policy on social investment including program related investment | Para 1.38 | Our main activity in this regard is preserving the buildings for the future benefit of the community. |
| Contribution made by volunteers | Para 1.38 | We are 100% volunteer run, with volunteers providing stewarding, DIY, Research and designing and installing exhibits. |
| Other | | |

Achievements and Performance

| | | |
|--|----------------|--|
| | SORP reference | |
|--|----------------|--|

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|--|------------------|---|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>We have hosted many educational visits, and played our part in the supporting and promoting the cultural heritage of West Dorset to visiting tourists.</p> |
|--|------------------|---|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|---|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | <p>We are succeeding in gradually increasing our visitor numbers post Covid. We have provided two bespoke exhibitions so far this year.</p> |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | <p>We are broadly on track financially and are pursuing our plans to fund raise specifically for stained glass window replacement.</p> |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | <p>We have been applying for grants for our planned stained glass repairs.</p> |
| <p>Other</p> | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | We expect to be close to break even this year |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | We hold a contingency fund against unplanned maintenance expenditure. |
| Amount of reserves held | Para 1.22 | £10,000 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materiality in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None. Although in some years we may fail to break even, if needed we would utilise part of the reserve in the short term and address additional fund raising needed to restore the reserve. |

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 | Visitor donations and community events and lectures during the year. Legacies provide a welcome addition but are essentially unplanned. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | The principal risks are around the building, in the shorter term we need to raise £25,000 for stained glass window repairs, and in continuing to be able to attract volunteers to support the work of the museum. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | All our key"documents are at http://beaminstermuseum.co.uk/governance/ |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Policies as above. |
| How is the charity constituted? (e.g. unincorporated association, CIO) | Para 1.25 | CIO |
| 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 | Election at AGM on a three year cycle. |

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 | See http://beaminstermuseum.co.uk/governance/ |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The charity is mentored by through a council nominee and is a member of various local museum associations in the SouthWest. We have loose associations with other local museums, and many of our artefacts on display are loans from Dorchester Museum and Art Gallery. |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | The Beaminster Museum Trust |
| Other name the charity uses | https://beaminstermuseum.co.uk/ |
| Registered charity number | 1179769 |
| Charity's principal address | Beaminster Museum Whitcombe Road Beaminster DT8 3NB, Dorset |

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 | Murray Rose | Honorary President | | Lifetime award |
| 2 | Alec Crawford | Chair of Trustees | | Elected at AGM |
| 3 | Colin Bowditch | | | Elected at AGM |
| 4 | Matthew Kirkman | | | Elected at AGM |
| 5 | Jonathon Fairchild | | | Elected at AGM |
| 6 | Marcus Chambers | | | Elected at AGM |
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Corporate trustees - names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
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Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|--------------|--|
| Mentor | Vicky Dewitt | Museums Advisor for BCP & Dorset Councils Dorset History Centre 07876 790641 vicki.dewitt@dorsetcouncil.gov.uk www.dorsetcouncil.gov.uk |
| | | |
| | | |
| | | |

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

Matthew Kirkman - Chairman - Operating Committee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Beaminster Museum Trust

Income and Expenditure Summary

for the financial year 5th November 2023 - 4th November 2024

Year ending 4th November 2024

| 2022/23 | Operating Income | 2023/24 |
|--------------|---|---------------|
| 5209 | Legacies | 410 |
| 1014 | General donations | 474 |
| 0 | Bespoke donations | 0 |
| 75 | Gift Aid on general and bespoke donations | 25 |
| | General Donations Subtotal | 909 |
| 1194 | Friends' subscription income | 1,099 |
| 332 | Gift Aid on Friends' subscriptions | 206 |
| | Friends' Income Subtotal | 1,305 |
| 2009 | Visitor donations | 1,925 |
| 0 | Donation point | 843 |
| 505 | Gift Aid on visitor donations | 502 |
| 410 | Grant income | 838 |
| | Exhibition Income Subtotal | 4,108 |
| 1859 | Shop sales | 1,830 |
| 0 | Sales of this year's museum publications | 0 |
| | Shop Income Subtotal | 1,830 |
| 70 | Education income | 80 |
| 0 | Education funding | 0 |
| | Education Income Subtotal | 80 |
| 2125 | Events income (see page 2) | 2007 |
| 540 | Room hire income | 590 |
| 125 | Miscellaneous income | 120 |
| 560 | Bank interest received on CCLA funds | 953 |
| 10 | Horn Park Quarry net income | -53 |
| 16037 | Total Operating Income | 11,849 |

3389 Operating Surplus/Deficit for the Year **-2,975**

| | |
|---------------------------------|---|
| Long-term Project Income | |
| 1184 | Building and repair funding |
| 152 | Bank Interest on Renovation Account |
| 1336 | Total Long-term Project income |
| -4709 | Long-term Project Surplus/Deficit for the Year |
| 17373 | Total Income |
| -1320 | Net Surplus/Deficit for the Year |

| 2022/23 | Operating Expenditure | 2023/24 |
|--------------|--|---------------|
| 74 | Friends' subscription printing and postage | 66 |
| 128 | Other Friends' expenditure | 79 |
| | Friends' Expenditure Subtotal | 145 |
| 436 | General display costs | 407 |
| 1469 | Funded exhibition costs | 237 |
| 54 | Reference section costs | 17 |
| 22 | SumUp Card Fees | 43 |
| 663 | Marketing costs | 442 |
| 696 | Computer & digital equipment costs | 1,261 |
| | Exhibition Expenditure Subtotal | 2,407 |
| 1360 | Shop purchases | 426 |
| 0 | Shop publication printing costs | 115 |
| | Shop Expenditure Subtotal | 541 |
| 209 | Children's activities | 68 |
| 0 | Funded education expenditure | 0 |
| | Education Expenditure Subtotal | 68 |
| 171 | Events expenditure | 279 |
| 185 | Miscellaneous expenditure | 99 |
| 5981 | General property expenditure (see page 2) | 10,233 |
| 1200 | General administration costs (see page 2) | 1,052 |
| 12648 | Total Operating Expenditure | 14,824 |

| | |
|--------------------------------------|--|
| Long-term Project Expenditure | |
| 6045 | Funded building and repair expenditure |
| 6045 | Total Long-term Project Expenditure |
| 18693 | Total Expenditure |

Beaminster Museum Trust

Income and Expenditure Summary

Year ending 4th November 2024

for the financial year 5th November 2023 - 4th November 2024

| Bank Balances | |
|---|---------------|
| Opening balances 5th November 2023 - | |
| Cash (float) | 50 |
| TSB Current Account | 6,500 |
| CCLA 1 General Deposit Account | 10,390 |
| 2 Bespoke Funds | 5,277 |
| 2 Horn Park Quarry Funds | 511 |
| 3 Renovation Fund | 74 |
| | 16,252 |
| Less advance ticket sales 2023 Xmas concert | -16 |
| Less loan box deposits held | -50 |
| Web hosting expenses overpaid | 86 |
| Total opening balances 5th November 2023 | 22,822 |
| Closing balances 4th November 2024 | |
| Cash (float) | 30 |
| TSB Current Account | 4,370 |
| CCLA 1 General Reserve | 10,348 |
| 2 Bespoke Funds | 4,692 |
| 2 Horn Park Quarry Funds | 511 |
| 3 Renovation Fund | 79 |
| | 15,630 |
| Total closing balances 4th November 2024 | 20,030 |
| (See note below) | |
| Less advance payments for volunteer lunch November 2024 | -183 |
| Less loan box deposits held | 0 |
| Net Surplus/Deficit for the Year | -2,975 |

Note: The museum has a general reserve policy of retaining £10,000.

I have checked the above figures against bank statements, schedules, deposit statements and invoices, and found them correct.

Signed: 
 Dated: 7th Jan 2025

Colin Schofield (Examiner)

| General property expenditure | | 2023/24 |
|-------------------------------------|-----------------------------------|---------------|
| 2022/23 | | 2023/24 |
| 2362 | Utilities | 6,039 |
| 1856 | Insurance | 1,927 |
| 677 | Repairs and Renewals | 1,101 |
| 1086 | Cleaning | 1,166 |
| 5,981 | | 10,233 |
| General administration costs | | |
| 735 | Telephone and Broadband | 632 |
| 405 | Printing, Postage and Stationery | 420 |
| 60 | Other Administration costs | 0 |
| 1,200 | | 1,052 |
| Events Income | | |
| 411 | Book Sale | 314 |
| 865 | Winter Talks | 975 |
| 30 | Other Talks | 105 |
| 182 | Christmas Concert 2023 | 488 |
| 77 | Christmas Coffee Morning 2023 | 125 |
| 110 | Family History workshop | |
| 394 | Bric a brac sale | |
| 56 | Surplus on volunteers' lunch 2023 | |
| 2,125 | | 2,007 |

THE BEAMINSTER MUSEUM TRUST

England & Wales - Charity number 1179769

Accounts



Trustees' Annual Report for the period

From 5th November 2022 Period start date To 4th November 2023 Period end date

Charity name: The Beaminster Museum Trust

Charity registration number: 1179769

Objectives and Activities

| | SORP reference | |
|---|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>MISSION: To encourage research, collect, conserve and exhibit objects, images and records associated with the history of Beaminster and the surrounding villages, so adding to the cultural and educational facilities for local adults, children and visitors to the area.</p> <p>AIMS: 1. To care for the Museum building and maintain the terms of the Museum Covenant. 2. To care for the Permanent Collections, advised by recommended best practice. 3. To present and display materials, particularly to encourage learning. 4. To provide temporary exhibitions and other opportunities for educational and cultural events in the Museum. 5. To develop the Reference Section to provide materials for local history studies and family history research. 6. To care for the volunteers who help run the museum by offering opportunities to learn and develop new skills in a happy, friendly and safe working environment. 7. To maintain the effective management of resources, finances and personnel to ensure the delivery of the Museum's aims well into the future. 8. To work in collaboration with schools, community groups, the Beaminster Festival, Dorset Arts Weeks, regional and local councils and other museums so enhancing the contribution of the Museum to community well-being. 9. To implement a wide marketing policy in order to achieve the aims.</p> |
| Summary of the main activities in relation to those | Para 1.17 and 1.19 | As a community run museum, we are open four days a week to the public, and on two additional |

| | | |
|--|-----------|--|
| purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | | days for our research group and for a social coffee morning for our volunteers to address weekly issues. In addition to being a museum about our community, from pre history to the present day, we support family history and social history research for both local residents and visitors with historic links to the area. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>To open the Museum for 6 months of the year In addition to our permanent collection , to provide temporary displays such as this years “A stitch in Time” and the 80 th D DAY anniversary with an exhibition in the Town Hall.</p> <p>To open for group visits to see the museum collection.</p> <p>To arrange visits by children in school groups.</p> <p>To answer queries from the public concerning the history of the area.</p> <p>To help with family research for people world-wide with a Beaminster connection.</p> <p>To provide a history-based series of lectures during the winter months.</p> <p>We co-manage with the Jurassic Coast Tust a NNS site of geological interest which we open to the public from time to time or on request.</p> <p>We confirm that trustees have had regard to the guidance issued by the Charity Commission in respect of public benefit</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|---|
| Policy on grant making | Para 1.38 | We hold reserved funds for educational purposes, the main use of which recently has been to subsidise transport for visiting schools. |
| Policy on social investment including program related investment | Para 1.38 | Our main activity in this regard is preserving the buildings for the future benefit of the community. |
| Contribution made by volunteers | Para 1.38 | We are 100% volunteer run, with volunteers providing stewarding, DIY, Research and designing and installing exhibits. |
| Other | | We received during the year recognition from the Royal Society with an award for a 3D scanner for educational and preservation purposes in future exhibits. |

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| 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 | We have hosted many educational visits, and played our part in the supporting and promoting the cultural heritage of West Dorset to visiting tourists. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | We are succeeding in gradually increasing our visitor numbers post Covid. We have provided two bespoke exhibitions so far this year. |
| Performance of fundraising activities against objectives set | Para 1.41 | We are broadly on track financially but have slipped a little on our plans to fund raise specifically for stained glass window replacement. |
| Investment performance against objectives | Para 1.41 | We are behind schedule in applying for grants for our planned stained glass repairs. |
| Other | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | We hope to be close to break even this year if we can resolve questions around our electricity bill. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | We hold a contingency fund against unplanned maintenance expenditure. |
| Amount of reserves held | Para 1.22 | £10,000 |
| 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 | None. Although in some years we may fail to break even, if needed we would utilise part of the reserve in the short term and address additional fund raising needed to restore the reserve. |

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 | Visitor donations and community events and lectures during the year. Legacies provide a welcome addition but are essentially unplanned. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | The principal risks are around the building, in the shorter term we need to raise £25,000 for stained glass window repairs, and in continuing to be able to attract volunteers to support the work of the museum. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | All our key documents are at https://beaminstermuseum.co.uk/governance/ |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Policies as above. |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO |
| 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 | Election at AGM on a three year cycle. |

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 | See https://beaminstermuseum.co.uk/governance/ |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The charity is mentored by through a council nominee and is a member of various local museum associations in the SouthWest. We have loose associations with other local museums, and many of our artefacts on display are loans from Dorchester Museum and Art Gallery. |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | The Beaminster Museum Trust |
| Other name the charity uses | https://beaminstermuseum.co.uk/ |
| Registered charity number | 1179769 |
| Charity's principal address | Beaminster Museum Whitcombe Road Beaminster DT8 3NB , Dorset |

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 | Murray Rose | Honorary President | | Lifetime award |
| 2 | Alec Crawford | Chair of Trustees | | Elected at AGM |
| 3 | Colin Bowditch | | | Elected at AGM |
| 4 | Matthew Kirkman | | | Elected at AGM |
| 5 | Jonathon Fairchild | | | Elected at AGM |
| 6 | Marcus Chambers | | | Elected at AGM |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|--------------|--|
| Mentor | Vicky Dewitt | Museums Advisor for BCP & Dorset Councils Dorset History Centre 07876 790641 vicky.dewit@dorsetcouncil.gov.uk www.dorsetcouncil.gov.uk |
| | | |
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Name of chief executive or names of senior staff members (Optional information)

Matthew Kirkman – Chairman – Operating Committee

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Beamminster Museum Trust

Income and Expenditure Summary

for the financial year 5th November 2022 - 4th November 2023

Year ending 4th November 2023

| 2021/22 | Operating Income | 2022/23 |
|-------------|---|---------------|
| 0 | Legacies | 5209 |
| 550 | General donations | 1014 |
| 0 | Bespoke donations | 0 |
| 0 | Gift Aid on general and bespoke donations | 75 |
| | General Donations Subtotal | 6298 |
| 1132 | Friends' subscription income | 1,194 |
| 260 | Gift Aid on Friends' subscriptions | 332 |
| | Friends' Income Subtotal | 1,526 |
| 2021 | Visitor donations | 2,009 |
| 0 | Gift Aid on visitor donations | 505 |
| 0 | Grant income | 410 |
| | Exhibition Income Subtotal | 2,924 |
| 1614 | Shop sales | 1,859 |
| 0 | Sales of this year's museum publications | 0 |
| | Shop Income Subtotal | 1,859 |
| 60 | Education income | 70 |
| 0 | Education funding | 0 |
| | Education Income Subtotal | 70 |
| 2285 | Events income (see page 2) | 2125 |
| 560 | Room hire income | 540 |
| 397 | Miscellaneous income | 125 |
| 47 | Bank Interest received on general & bespoke funds | 560 |
| -11 | Horn Park Quarry net income | 10 |
| 8915 | Total Operating Income | 16,037 |

271 Operating Surplus/Deficit for the Year

3,389

| 2021/22 | Long-term Project Income | 2022/23 |
|-----------|---------------------------------------|--------------|
| 25 | Building and repair funding | 1,184 |
| 38 | Bank Interest on Renovation Account | 152 |
| 63 | Total Long-term Project income | 1,336 |

-18967 Long-term Project Surplus/Deficit for the Year

-4,709

| 2021/22 | Total Income | 2022/23 |
|-------------|---------------------|---------------|
| 8978 | Total Income | 17,373 |

-18696 Net Surplus/Deficit for the Year

-1,320

| 2021/22 | Operating Expenditure | 2022/23 |
|-------------|--|---------------|
| 85 | Friends' subscription printing and postage | 74 |
| 0 | Other Friends' expenditure | 128 |
| | Friends' Expenditure Subtotal | 202 |
| 442 | General display costs | 436 |
| 0 | Funded exhibition costs | 1,469 |
| 15 | Reference section costs | 54 |
| 21 | SunUp Card Fees | 22 |
| 135 | Marketing costs | 663 |
| 0 | Computer & digital equipment costs | 696 |
| | Exhibition Expenditure Subtotal | 3,340 |
| 447 | Shop purchases | 1,360 |
| 113 | Shop publication printing costs | 0 |
| | Shop Expenditure Subtotal | 1,360 |
| 99 | Education expenditure | 209 |
| 0 | Funded education expenditure | 0 |
| | Education Expenditure Subtotal | 209 |
| 387 | Events expenditure | 171 |
| 287 | Miscellaneous expenditure | 185 |
| 5523 | General property expenditure (see page 2) | 5,981 |
| 1090 | General administration costs (see page 2) | 1,200 |
| 8644 | Total Operating Expenditure | 12,648 |

Long-term Project Expenditure

| | | |
|--------------|--|--------------|
| 19030 | Funded building and repair expenditure | 6,045 |
| 19030 | Total Long-term Project Expenditure | 6,045 |

| 2021/22 | Total Expenditure | 2022/23 |
|--------------|--------------------------|---------------|
| 27674 | Total Expenditure | 18,693 |

Beaminstor Museum Trust

Income and Expenditure Summary

Year ending 4th November 2023

for the financial year 5th November 2022 - 4th November 2023

| Bank Balances | |
|---|---------------|
| Opening balances 5th November 2022 - | |
| Cash (float) | 50 |
| TSB Current Account | 6,319 |
| CCLA - 1 General Deposit Account | 10,030 |
| 2 Bespoke Funds | 2,128 |
| 3 Renovation Fund | 5,765 |
| Less loan box deposits held | 17,923 |
| Total opening balances 5th November 2022 | -150 |
| Closing balances 4th November 2023 | 24,142 |
| Cash (float) | 50 |
| TSB Current Account | 6,500 |
| CCLA 1 General Reserve | 10,390 |
| 2 Bespoke Funds | 5,277 |
| 2 Horn Park Quarry Funds | 511 |
| 3 Renovation Fund | 74 |
| Total closing balances 4th November 2023 | 22,802 |
| (See note below) | |
| Less advance ticket sales 2023 Xmas concert | -16 |
| Less loan box deposits held | -50 |
| Web hosting expenses overpaid | 86 |
| Net Surplus/Deficit for the Year | -1,320 |

Note: The museum has a general reserve policy of retaining £10,000.

I have checked the above figures against bank statements, schedules, deposit statements and invoices, and found them correct.

Signed:



Colin Schofield (Examiner)

Dated:

14/11/23

| General property expenditure | |
|--------------------------------------|----------------|
| 2021/22 | 2022/23 |
| 2622 Utilities | 2,362 |
| 1558 Insurance | 1,856 |
| 384 Repairs and Renewals | 677 |
| 959 Cleaning | 1,086 |
| 5,523 | 5,981 |
| General administration costs | |
| 706 Telephone and Broadband | 735 |
| 209 Printing, Postage and Stationery | 405 |
| 175 Other Administration costs | 60 |
| 1,090 | 1,200 |
| Events Income | |
| Surplus on volunteers lunch | 56 |
| Family History workshop | 110 |
| 669 Book Sale | 411 |
| 927 Winter Talks | 865 |
| 40 Other Talks | 30 |
| 117 Festival joint talk | |
| 312 Christmas Concert 2022 | 182 |
| 70 Coffee Morning | 77 |
| 150 Time and Tide play | |
| Bric a brae sale | 394 |
| 2,285 | 2,125 |

THE BEAMINSTER MUSEUM TRUST

England & Wales - Charity number 1179769

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|----|------|-----------|-----------------|----|------|
| | Period start date | | | | Period end date | | |
| From | 5 | 11 | 2021 | To | 4 | 11 | 2022 |

Section A Reference and administration details

Charity name **The Beaminster Museum Trust**

Other names charity is known by

| |
|--|
| |
|--|

Registered charity number (if any)

| |
|----------------|
| 1179769 |
|----------------|

Charity's principal address

| | |
|--|----------------|
| Beaminster Museum, Whitcombe Road | |
| Beaminster | |
| | |
| Postcode | DT8 3NB |

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 | Murray Rose | Chairman | | |
| 2 | Alec Crawford | | | |
| 3 | Colin Bowditch | | | |
| 4 | Marcus Chambers | | | |
| 5 | Matthew Kirkman | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
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| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution of Charitable Incorporated Organisation |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation (association Model) |
| Trustee selection methods (eg. appointed by, elected by) | By vote of members at their AGM. The Management Committee chairman, secretary, treasurer and curator (also elected at the AGM) may choose to be trustees |

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

| |
|---|
| <p>There being insufficient volunteers to keep the Museum open. With new volunteers continuously</p> |
|---|

and procedures to manage them.

coming forward, this is not considered a major risk

Section C

Objectives and activities

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

To advance the education of the public by founding, maintaining and managing a Museum in Beaminster to promote public interest in, and to collect and preserve items connected with, the history of the town and surrounding rural area.

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)

To open the Museum for 6 months of the year

In addition to our permanent collection , to provide temporary displays

To open for group visits to see the museum collection

To arrange visits by children in school groups

To answer queries from the public concerning the history of the area

To help with family research for people world-wide with a Beaminster connection

To provide a history-based series of lectures during the winter months

We co-manage a NNS site of geological interest which we open to the public from time to time or on request

We confirm that trustees have had regard to the guidance issued by the Charity Commission in respect of public benefit

Additional details of objectives and activities (Optional information)

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

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

We do not make grants

Not applicable

The charity is run entirely by some 50 volunteers. There are no paid positions, apart from a cleaner

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The museum was open for the full season, April to October attracting 1439 visitors, a record.

The two rooms in the recently completed extension were used to the full, the Rose Gallery with more exhibits that could not otherwise have been displayed, as well as an area for children. The Chesterman Room is the research centre housing the many files, records and books containing historical information.

There was an increase in digital facilities enabling visitors to access historical records

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity maintains a reserve of £10,000

Details of any funds materially in deficit

The Long Term Project i.e. museum extension) account was in deficit to £18,967 following expenditure of income received in previous years

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.

Friends subscriptions 14%, Donations 32% Shop sales 20% Fundraising 34%

General property expenditure (64%) has enabled the museum to remain open and in good condition

N/A

Section F 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) | David Alexander Crawford | |
| Full name(s) | David Alexander Crawford | |
| Position (eg Secretary, Chair, etc) | Trustee and Secretary | |
| Date | 21st June 2023 | |

| 2020/21 | 2021/22 |
|---|--------------|
| Operating Income | |
| 1300 Friends' subscription income | 1,132 |
| 190 Gift Aid income | 260 |
| Friends' Income Subtotal | 1,392 |
| 675 Admissions | |
| Visitor donations | 2,021 |
| 791 General donations | 550 |
| 0 Other bespoke donations | 0 |
| 492 Exhibition funding | 0 |
| Exhibition Income Subtotal | 2,571 |
| 1220 Shop sales | 1,614 |
| Shop Income Subtotal | 1,614 |
| 20 Education income | 60 |
| 0 Education funding | 0 |
| Education Income Subtotal | 60 |
| 320 Events income | 2285 |
| 0 Room hire income | 560 |
| 130 Miscellaneous income | 397 |
| 1 Bank Interest received on general & bespoke funds | 47 |
| 30 Horn Park Quarry net income | -11 |
| 5169 Total Operating Income | 8,915 |

| 2020/21 | 2021/22 |
|---|--------------|
| Operating Expenditure | |
| 63 Friends' subscription printing and postage | 85 |
| 0 Other Friends' expenditure | 0 |
| Friends' Expenditure Subtotal | 85 |
| 407 General display costs | 442 |
| 240 Funded exhibition costs | 0 |
| 0 Reference section costs | 15 |
| 9 SumUp Card Fees | 21 |
| 186 Marketing costs | 135 |
| Exhibition Expenditure Subtotal | 613 |
| 201 Shop purchases | 447 |
| 95 Shop publication printing costs | 113 |
| Shop Expenditure Subtotal | 560 |
| 0 Education expenditure | 99 |
| 0 Funded education expenditure | 0 |
| Education Expenditure Subtotal | 99 |
| 159 Events expenditure | 387 |
| 36 Room Hire expenditure | 0 |
| 115 Miscellaneous expenditure | 287 |
| 4700 General property expenditure | 5,523 |
| 795 General administration costs | 1,090 |
| 7006 Total Operating Expenditure | 8,644 |

-1837 Operating Surplus/Deficit for the Year **271**

| | |
|---|-----------|
| Long-term Project Income | |
| 39716 Building and repair funding | 25 |
| 132 Gift Aid on building and repair donations | 0 |
| 7 Bank Interest on Renovation Account | 38 |
| 39855 Total Long-term Project income | 63 |

| | |
|---|---------------|
| Long-term Project Expenditure | |
| 179457 Funded building and repair expenditure | 19,030 |
| 179457 Total Long-term Project Expenditure | 19,030 |

-139602 Long-term Project Surplus/Deficit for the Year **-18,967**

45024 Total Income **8,978**

186463 Total Expenditure **27,674**

-141439 Net Surplus/Deficit for the Year **-18,696**

| Bank Balances | | | |
|---|---|-------------------------|----------------|
| Opening balances 5th November 2021 - | | | |
| Cash (float) | | 50 | |
| TSB Current Account | | 6,369 | |
| CCLA | 1 | General Deposit Account | 8,573 |
| | 2 | Bespoke Funds | 2,119 |
| | 3 | Renovation Fund | 25,726 |
| | | | 36,418 |
| Total opening balances 5th November 2021 | | | 42,837 |
| Closing balances 4th November 2022 | | | |
| Cash (float) | | 50 | |
| TSB Current Account | | 6,319 | |
| CCLA | 1 | General Reserve | 10,029 |
| | 2 | Bespoke Funds | 2,128 |
| | 3 | Renovation Fund | 5,765 |
| | | | 17,922 |
| Total closing balances 4th November 2022 | | | 24,291 |
| (See note below) | | | |
| Less loan box deposits held | | 150 | |
| Net Surplus/Deficit for the Year | | | -18,696 |

| General property expenditure | | |
|-------------------------------------|----------------------------------|--------------|
| 2020/21 | | 2021/22 |
| 2158 | Utilities | 2,622 |
| 1808 | Insurance | 1,558 |
| 28 | Repairs and Renewals | 384 |
| 706 | Cleaning | 959 |
| 4,700 | | 5,523 |
| General administration costs | | |
| 457 | Telephone and Broadband | 706 |
| 160 | Printing, Postage and Stationery | 209 |
| 114 | Computer and Digital Equipment | 0 |
| 64 | Other Administration costs | 175 |
| 795 | | 1,090 |
| Events Income | | |
| | Book Sale | 669 |
| | Winter Talks | 927 |
| 80 | Other Talks | 40 |
| | Festival joint talk | 117 |
| | Christmas Concert | 312 |
| | Coffee Morning | 70 |
| | <i>Time and Tide</i> play | 150 |
| 240 | Growing for Gold events | 0 |
| 320 | | 2,285 |

Note: The museum has a general reserve policy of retaining £10,000.

I have checked the above figures against bank statements, schedules, deposit statements and invoices, and found them correct.

Signed: 

Colin Schofield (Examiner)

Dated: 12/11/23

THE BEAMINSTER MUSEUM TRUST

England & Wales - Charity number 1179769

Accounts



Trustees' Annual Report for the period

From Period start date 5/11/2020 To Period end date 4/11/2021

Charity name: The Beaminster Museum Trust

Charity registration number: 1179769

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 founding, maintaining and managing a Museum in Beaminster to promote public interest in, and to collect and preserve items connected with, the history of the town and surrounding rural area |
| 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 | To open the museum to visitors for 6 months of the year. To display new temporary displays in addition to our collection To open to group visits to see the museum collection To arrange visits by children in school groups To answer queries from the public regarding the history of the area To help with family history researches for people world-wide with a Beaminster connection To provide a history-based series of lectures during the winter months. We co-manage a NNS site of geological interest which we open to the public from time to time or |

| | | |
|--|-----------|---|
| | | on request. We have manned outreach sessions on flax production at the local agricultural show |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | We have read para 1.18 and can confirm that we comply with all the conditions and objectives laid out under the public benefit rules |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | We do not make grants |
| Policy on social investment including program related investment | Para 1.38 | Not applicable |
| Contribution made by volunteers | Para 1.38 | The charity is run entirely by about 50 volunteers. There are no paid positions apart from a cleaner. |
| Other | | |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
|--|----------------|--|

| | | |
|--|------------------|--|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>Due to covid the museum was locked down, with no visitors for 8 months of this financial year.</p> <p>During this time we were able to finish the building work associated with our extension project.</p> <p>We were able to reopen the museum in July, and we have had a total of 500 visitors up to the time we closed at the end of October.</p> <p>During the lockdown we were able to redesign many of our displays which has produced a modern feel to the museum, with more digital activities, which will be further enhanced when the new rooms are brought into operation next year.</p> <p>The completion of the building work can be considered as an achievement, and it will result in improved activities and displays for the museum for years to come.</p> |
|--|------------------|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|---|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | <p>Due to covid, we were not able to have visitor numbers that we were hoping for.</p> <p>On the other hand, because the museum had to be closed, the building work progressed very smoothly with minimum impact on closure to the public</p> |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | <p>We again made a loss over the year because we were not able to run our winter talks and social events which we rely upon to make our annual income match our expenditure</p> |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | <p>Not applicable</p> |
| <p>Other</p> | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | <p>The accounts show both the normal museum operation , and the finances of the extension project.</p> <p>Normal museum operation has again made a loss the year of £1837, due to covid restrictions. These losses are still covered by the £10,000 covid grant which was used to cover last year's loss of £1438.</p> <p>The expansion project is running under budget, and is likely to leave money in the extension fund will will be take back into the main museum funds.</p> |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The reserve is set to cover the basic running costs of the museum and its building for twelve months |
| Amount of reserves held | Para 1.22 | £6,000.00 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | No funds in deficit |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Other than a complete collapse of our volunteer base ,we are exposed to no real risks |

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 | <p>25% Friends subscriptions and donations</p> <p>25% entrance fees</p> <p>25% shop</p> <p>25% fundraising</p> <p>New projects covered by specific grants</p> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A |
| A description of the principal risks facing the charity | Para 1.46 | None , as long as volunteers still come forward - see above |

| | | |
|-------|--|--|
| | | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution of a Charitable Incorporated Organisation |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Charitable Incorporated Organisation (association Model) |
| 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 | By vote of the members at their AGM. The management committee chairman, secretary, treasurer and curator (also elected at thr AGM) can choose also to be trustees if they wish. |

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 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|-------------------------|
| Charity name | Beaminster Museum Trust |
| Other name the charity uses | |
| Registered charity number | 1179769 |

| | |
|-----------------------------|--|
| Charity's principal address | Beaminster Museum Whitcombe Road Beaminster, Dorset DT8 3NB |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name (or Initials) of trustee appointed (if applicable) |
|----|---------------------|------------------------|--|--|
| 1 | Murray Rose | chairman | | |
| 2 | Marcus Chambers | | | |
| 3 | Colin Bowditch | | | |
| 4 | Matthew Kirkman | | From 05/05/21 | |
| 5 | Alec Crawford | | From 05/05/21 | |
| 6 | Diana Trenchard | | Died September 2021 | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
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| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Director name | | |
|----------------------|--|--|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|---------------------|--|--|
| | | |
| | | |
| | | |
| | | |
| | | |

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

Other optional information

| |
|--|
| |
|--|

Declarations

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

Signed on behalf of the charity's trustees

| | | |
|--|-------------------------|----------------|
| Signature(s) | L M Rose | C Bowditch |
| Full name(s) | Livingstone Murray Rose | Colin Bowditch |
| Position (eg Secretary, Chair, etc) | Chair of trustees | Trustee |
| Date | 13/12/21 | |

Beaminster Museum Trust

Income and Expenditure Summary
for the financial year 5th November 2020 - 4th November 2021

Year ending 4th November 2021

| 2019/20 | Operating Income | 2020/21 |
|---------|---|--------------|
| 1063 | Friends' subscription income | 1,300 |
| 237 | Gift Aid income | 190 |
| | Friends' Income Subtotal | 1,490 |
| 0 | Admissions | 675 |
| 0 | Exhibition funding | 492 |
| 777 | General donations | 791 |
| 300 | Other bespoke donations | 0 |
| 0 | Grant income(marketing) | 0 |
| | Exhibition Income Subtotal | 1,958 |
| 877 | Shop sales | 1,220 |
| | Shop Income Subtotal | 1,220 |
| 30 | Education income | 20 |
| 0 | Education funding | 0 |
| | Education Income Subtotal | 20 |
| 2211 | Events income | 320 |
| 0 | Room hire income | 0 |
| 100 | Miscellaneous income | 130 |
| 39 | Bank Interest received on general & bespoke funds | 1 |
| 0 | Horn Park Quarry net income | 30 |
| 5634 | Total Operating Income | 5,169 |

-1438 Operating Surplus/Deficit for the Year

-1,837

10000 Dorset Council Covid-19 Support Grant

0

| 2019/20 | Long-term Project Income | 2020/21 |
|---------|---|---------------|
| 164108 | Building and repair funding | 39,716 |
| 11910 | Gift Aid on building and repair donations | 132 |
| 475 | Bank Interest on Renovation Account | 7 |
| 176493 | Total Long-term Project income | 39,855 |

94037 Long-term Project Surplus/Deficit for the Year

-139,602

192127 Total Income

45,024

102599 Net Surplus/Deficit for the Year

-141,439

| 2019/20 | Operating Expenditure | 2020/21 |
|---------|--|--------------|
| 79 | Friends' subscription printing and postage | 63 |
| 0 | Other Friends' expenditure | |
| | Friends' Expenditure Subtotal | 63 |
| 324 | General display costs | 407 |
| 0 | Funded exhibition costs | 240 |
| 11 | Reference section costs | 0 |
| | SumUp Card Fees | 9 |
| 642 | Marketing costs | 186 |
| | Exhibition Expenditure Subtotal | 842 |
| 0 | Shop purchases | 201 |
| 0 | Shop publication printing costs | 95 |
| | Shop Expenditure Subtotal | 296 |
| 25 | Education expenditure | 0 |
| 0 | Funded education expenditure | 0 |
| | Education Expenditure Subtotal | 0 |
| 241 | Events expenditure | 159 |
| 0 | Room Hire expenditure | 36 |
| 173 | Miscellaneous expenditure | 115 |
| 4666 | General property expenditure | 4,700 |
| 911 | General administration costs | 795 |
| 7072 | Total Operating Expenditure | 7,006 |

Long-term Project Expenditure

82456 Funded building and repair expenditure

179,457

82456 **Total Long-term Project Expenditure**

179,457

89528 **Total Expenditure**

186,463



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Beaminster Museum Trust

**On accounts for the year
ended**

4 November 2021

**Charity no
(if any)**

1179769

Set out on pages

1-2

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **04 / 11 / 2021**.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

Signed:

Date:

6th Jan 2022

Name:

Colin Schofield

**Relevant professional
qualification(s) or body
(if any):**

Chartered Engineer

Address:

37 The Beeches

Beaminster

DT8 3SL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Comments from last check. No new comments.

| | | |
|---|---|--|
| <p>Give here brief details of any items that the examiner wishes to disclose.</p> | <p>Comments from last check. No new comments.</p> | <p>Report to the trustees member of On accounts for the year ended</p> |
| <p></p> | <p></p> | <p>Set out on pages 1-2</p> |
| <p></p> | <p></p> | <p>Responsibilities and basis of report</p> |
| <p></p> | <p></p> | <p>Independent examiner's statement</p> |
| <p>Date: 14 Jan 2018</p> | <p>Signed: Colin Schofield</p> | <p>Name: Colin Schofield</p> |

| | | |
|---------------------------|---------|---|
| <p>Chartered Engineer</p> | <p></p> | <p>Relevant professional qualification(s) or body (if any):</p> |
| <p>37 The Boarles</p> | <p></p> | <p>Address:</p> |
| <p>Birmingham</p> | <p></p> | <p></p> |
| <p>DT8 8SL</p> | <p></p> | <p></p> |

THE BEAMINSTER MUSEUM TRUST

England & Wales - Charity number 1179769

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|-------------------|----|------|-----------------|---|----|------|
| | Period start date | | | Period end date | | | |
| From | 4 | 11 | 2019 | To | 4 | 11 | 2020 |

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

| |
|--|
| <input type="text" value="Beaminster Museum"/> |
| <input type="text" value="Whitcombe Road"/> |
| <input type="text" value="Beaminster, Dorset,"/> |
| Postcode <input type="text" value="DT8 3NB"/> |

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 | Murray Rose, | Chairman | | |
| 2 | Michael Conroy, | | | |
| 3 | Diana Trenchard, | | | |
| 4 | Colin Bowditch | | | |
| 5 | Mary Treacher | | | |
| 6 | Marcus Chambers | | | |
| 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 |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

**Section B
Structure,
governance and
management**

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

| |
|---|
| Constitution of a Charitable Incorporated Organisation |
| Charitable Incorporated Organisation (association Model) |
| By vote of the members at their AGM |

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.

A Management committee is responsible for the day to day operation of the museum, but liaises closely with the Trustees. There is an aim that at least one Trustee also serves on the management committee.

The Management committee has the authority to spend up to a sum of £5000 on any one item without requesting permission of the Trustees.

Our reserve policy is to aim to hold Reserve of £6000 at all times

Section C and activities

Objectives

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

To advance the education of the public by founding, maintaining and managing a Museum in Beaminster to promote public interest in, and to collect and preserve items connected with, the history of the town and surrounding rural area

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)

To open the museum to visitors for 6 months of the year

To display new temporary displays in addition to our collection

To open to group visits to see the museum collection

To arrange visits by children in school groups

To answer queries from the public regarding the history of the area

To help with family history researches for people world-wide with a Beaminster connection

To provide a history-based series of lectures during the winter months.

We co-manage a NNS site of geological interest which we open to the public from time to time or on request.

We have manned outreach sessions on flax production at the local agricultural show

Additional details of objectives and activities (Optional information)

The museum is entirely volunteer-run with no paid staff, with no financial assistance except for specific grants for specific projects.

We were awarded the Queen's Award for Voluntary Service in June 2019

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

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The year started very well with very good attendances at the first four winter talks. The autumn events also went well. Early in 2020 we heard that we had been awarded a £99,000 lottery Grant and left a £101,000 legacy which meant we had sufficient funds to start an expansion Project, which had been in planning for some 3 years.

At the same time Covid struck and we went into lockdown. Lockdown meant that we could not finish our Winter talks series and we were not able to open the museum at all in 2020. The lockdown however did enable us to speed up the building extension - we could start building earlier because the Museum was closed. This has saved us sufficient time to be able to open the museum at Easter 2021 if Covid allows.

The Financial effect of Covid has been a loss of income on:- Winter talks, events and admission charges. The losses were offset slightly by less cleaning, less maintenance, and less utilities. Some money was raised by occasional sales (books and plants) associated with the museum. We have therefore made a loss over the year of £1438, whereas we normally make a small profit. We have received a £10,000 Covid-19 Support Grant from the government which more than covers this and will help us in the coming 12-months should there be more difficulties.

The building expansion Project (2 rooms over 2 storeys) is going very well with few problems and still within budget. The requirement to provide extra Museum activities required by the lottery grant, which are concerned with working more within the community, is on hold because of Covid restrictions. We hope to concentrate on these next year once the building work has been completed.

Section E review

Financial

Brief statement of the charity's policy on reserves

We aim to hold £6000 in reserve at all times, which represents about 12 months of fixed liabilities, in the event of there being no income.

Details of any funds materially 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.

Year-end accounts have been divided into two parts. One is the normal operating expenses for the museum over the year and the second part summarises the Expansion Project finances. Operating income and expenditure is in line with previous years except for this year seeing a £1438 loss, due to reduced activities due to Covid-19 restrictions.

The Project Income and Expenditure summarise funding received and payments made associated with the Project during the year. The remaining sums will be received and paid out next year. The Project accounts are managed separately in tables which monitor the cash-flow throughout the project life.

Section F Other optional information

In Spring 2021 the Museum will be reinstalling the artefacts which had to be moved because of the building work. We are hoping at the same time to improve displays. Next year will also be a time to expand into two new galleries and develop contact with the community in line with the the plans made for the various new activities with the expanded building.

All this, of course, is dependent on the outcome of the pandemic.

Overall, a very strange year where we have luckily been able to take advantages of the enforced shut down to make progress with our extension plans.

Section G Declaration

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

Signed on behalf of the charity's trustees

| | | |
|---------------------|----------|----------------|
| Signature(s) | L M Rose | Colin Bowditch |
|---------------------|----------|----------------|

| | | |
|---------------------|-------------------------|----------------|
| Full name(s) | Livingstone Murray Rose | Colin Bowditch |
|---------------------|-------------------------|----------------|

| | | |
|--|-------|--|
| Position (eg Secretary, Chair, etc) | Chair | |
|--|-------|--|

| | |
|-------------|----------|
| Date | 18/12/20 |
|-------------|----------|

Beaminster Museum Trust

Income and Expenditure Summary

Year ending 4th November 2020

for the financial year 5th November 2019 - 4th November 2020

| 2018/19 | Operating Income | 2019/20 |
|---------|--|--------------|
| 1318 | Friends' subscription income | 1,063 |
| 497 | Gift Aid income | 237 |
| | Friends' Income Subtotal | 1,300 |
| 1081 | Admissions | 0 |
| 0 | Exhibition funding | 0 |
| 1247 | General donations | 777 |
| 500 | Other bespoke donations | 300 |
| 412 | Grant income(marketing) | 0 |
| | Exhibition Income Subtotal | 1,077 |
| 1243 | Shop sales | 877 |
| | Sales of this year's museum publications | |
| | Shop Income Subtotal | 877 |
| 100 | Education income | 30 |
| 0 | Education funding | 0 |
| | Education Income Subtotal | 30 |
| 2496 | Events income | 2,211 |
| 0 | Room hire income | 0 |
| 120 | Miscellaneous income | 100 |
| 340 | Bank Interest received | 39 |
| 120 | Horn Park Quarry net income | 0 |
| 9474 | Total Operating Income | 5,634 |

| 2018/19 | Operating Expenditure | 2019/20 |
|---------|--|--------------|
| 78 | Friends' subscription printing and postage | 79 |
| 45 | Other Friends' expenditure | 0 |
| | Friends' Expenditure Subtotal | 79 |
| 1024 | General display costs | 324 |
| 0 | Funded exhibition costs | 0 |
| 0 | Reference section costs | 11 |
| 1149 | Marketing costs | 642 |
| | Exhibition Expenditure Subtotal | 977 |
| 124 | Shop purchases | 0 |
| 0 | Shop publication printing costs | 0 |
| | Shop Expenditure Subtotal | 0 |
| 80 | Education expenditure | 25 |
| 0 | Funded education expenditure | 0 |
| | Education Expenditure Subtotal | 25 |
| 326 | Events expenditure | 241 |
| 50 | Room Hire expenditure | 0 |
| 244 | Miscellaneous expenditure | 173 |
| 5000 | General property expenditure | 4,666 |
| 899 | General administration costs | 911 |
| 9019 | Total Operating Expenditure | 7,072 |

455 Operating Surplus/Deficit for the Year **-1,438**

Dorset Council Covid-19 Support Grant **10,000**

Long-term Project Income

| | | |
|-------|---|----------------|
| 64102 | Building and repair funding | 164,108 |
| | Gift Aid on building and repair donations | 11,910 |
| 290 | Bank Interest on Renovation Account | 475 |
| 64392 | Total Long-term Project income | 176,493 |

60792 Long-term Project Surplus/Deficit for the Year **94,037**

73576 Total Income **192,127**

60957 Net Surplus/Deficit for the Year **102,599**

Long-term Project Expenditure

| | | |
|------|--|---------------|
| 3600 | Funded building and repair expenditure | 82,456 |
| 3600 | Total Long-term Project Expenditure | 82,456 |

12619 Total Expenditure **89,528**

| Bank Balances | | | |
|---|--------------------------------|----------------|--------|
| Opening balances 5th November 2019 - | | | |
| Cash (float) | | 50 | |
| TSB Current Account | | 7,564 | |
| CCLA | 1 General Deposit Account | 8,234 | |
| | 2 Bespoke Funds | 1,321 | |
| | 3 Renovation Fund | 65,308 | |
| | | 74,863 | |
| Less provision for electricity not charged | | - | 800 |
| Total opening balances 5th November 2019 | | 81,677 | |
| Closing balances 4th November 2020 | | | |
| Cash (float) | | 30 | |
| TSB Current Account | | 36,399 | |
| CCLA | 1 General Deposit Account | 10,010 | |
| | 2 Bespoke Funds | 2,118 | |
| | 3 Renovation Fund | 155,719 | |
| | | 167,847 | |
| Total closing balances 4th November 2020 | | 204,276 | |
| (See note below) | | | |
| Less Trustee Loans held in Renovation Fund | | - | 20,000 |
| Net Surplus/Deficit for the Year | | 102,599 | |

| General property expenditure | |
|---|--------------------------------|
| <i>2018/19</i> | 2019/20 |
| <i>1924</i> Utilities | 2,492 |
| <i>1233</i> Insurance | 1,299 |
| <i>1007</i> Repairs and Renewals | 365 |
| <i>836</i> Cleaning | 510 |
| <i>5,000</i> | 4,666 |
| General administration costs | |
| <i>534</i> Telephone and Broadband | 548 |
| <i>279</i> Printing, Postage and Stationery | 159 |
| | Computer and Digital Equipment |
| | 204 |
| <i>86</i> Other Administration costs | 0 |
| <i>899</i> | 911 |
| Events Income | |
| <i>606</i> Book Sale | 638 |
| <i>945</i> Winter Talks | 1,098 |
| <i>90</i> Other Talks | 40 |
| <i>288</i> Christmas Concert | 283 |
| <i>119</i> Coffee Morning | 152 |
| <i>200</i> Quiz Night | |
| <i>248</i> Ghost Walks | |
| <i>2,496</i> | 2,211 |

Note: The museum has a general reserve policy of retaining £6,000.

I have checked the above figures against bank statements, schedules, deposit statements and invoices, and found them correct.

Signed: 

Colin Schofield (Examiner)

Dated: 20/11/21



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The Beaminster Museum Trust

On accounts for the year
ended

| | | |
|-----------------|------------------------|---------|
| 4 November 2020 | Charity no (if any) | 1179769 |
|-----------------|------------------------|---------|

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **04 / 11 / 2020**.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

Signed: 

Date: 20/11/21

Name: Colin Schofield

Relevant professional
qualification(s) or body
(if any):

Chartered Engineer

Address:

37 The Beeches
Beaminster
DT8 3SL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Comments from last check acted upon satisfactorily. No new comments.

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|