



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## 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          | <b>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</b>  |
| 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 | <b>To open the museum to visitors for 6 months of the year.</b><br><br><b>To display new temporary displays in addition to our collection</b><br><br><b>To open to group visits to see the museum collection</b><br><br><b>To arrange visits by children in school groups</b><br><br><b>To answer queries from the public regarding the history of the area</b><br><br><b>To help with family history researches for people world-wide with a Beaminster connection</b><br><br><b>To provide a history-based series of lectures during the winter months.</b><br><br><b>We co-manage a NNS site of geological interest which we open to the public from time to time or</b> |

|  |           |  |
|--|-----------|--|
|  |           | <p><b>on request.</b></p> <p><b>We have manned outreach sessions on flax production at the local agricultural show</b></p>                         |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p><b>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</b></p> |

### **Additional information (optional)**

You may choose to include further statements where relevant about:

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

### **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 | <p><b>Due to covid the museum was locked down, with no visitors for 8 months of this financial year.</b></p> <p><b>During this time we were able to finish the building work associated with our extension project.</b></p> <p><b>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.</b></p> <p><b>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.</b></p> <p><b>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.</b></p> |
|---|-----------|--|

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  |           |   |
|--|-----------|---|
| Achievements against objectives set                          | Para 1.41 | <p><b>Due to covid, we were not able to have visitor numbers that we were hoping for.</b></p> <p><b>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</b></p> |
| Performance of fundraising activities against objectives set | Para 1.41 | <p><b>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</b></p>  |
| Investment performance against objectives                    | Para 1.41 | <p><b>Not applicable</b></p>  |
| Other  |           |   |

## Financial Review

|  |           |   |
|--|-----------|---|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <p><b>The accounts show both the normal museum operation , and the finances of the extension project.</b></p> <p><b>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.</b></p> <p><b>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.</b></p> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>The reserve is set to cover the basic running costs of the museum and its building for twelve months</b>   |
| Amount of reserves held  | Para 1.22 | <b>£6,000.00</b>  |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>  |
| Details of fund materially in deficit  | Para 1.24 | <b>No funds in deficit</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>Other than a complete collapse of our volunteer base ,we are exposed to no real risks</b>  |

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

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

## Structure, Governance and Management

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

### 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<br>Whitcombe Road<br>Beaminster, Dorset<br>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 last name) of the charity trustee who acted in the capacity of a trustee (if a trustee is not named, the name of the charity trustee who acted in the capacity of a trustee should be entered) |
|----|-----------------|-----------------|-----------------------------------|---|
| 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 |                 |                 |                                   |   |
| 14 |                 |                 |                                   |   |
| 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          |
|         | <b>Friends' Income Subtotal</b>                   | <b>1,490</b> |
| 0       | Admissions  | 675          |
| 0       | Exhibition funding                                | 492          |
| 777     | General donations                                 | 791          |
| 300     | Other bespoke donations                           | 0            |
| 0       | Grant income(marketing)                           | 0            |
|         | <b>Exhibition Income Subtotal</b>                 | <b>1,958</b> |
| 877     | Shop sales  | 1,220        |
|         | <b>Shop Income Subtotal</b>                       | <b>1,220</b> |
| 30      | Education income                                  | 20           |
| 0       | Education funding                                 | 0            |
|         | <b>Education Income Subtotal</b>                  | <b>20</b>    |
| 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    | <b>Total Operating Income</b>                     | <b>5,169</b> |

-1438 Operating Surplus/Deficit for the Year

-1,837

10000 Dorset Council Covid-19 Support Grant

0

### Long-term Project Income

|        |   |               |
|--------|---|---------------|
| 164108 | Building and repair funding               | 39,716        |
| 11910  | Gift Aid on building and repair donations | 132           |
| 475    | Bank Interest on Renovation Account       | 7             |
| 176493 | <b>Total Long-term Project income</b>     | <b>39,855</b> |

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                 |              |
|         | <b>Friends' Expenditure Subtotal</b>       | <b>63</b>    |
| 324     | General display costs                      | 407          |
| 0       | Funded exhibition costs                    | 240          |
| 11      | Reference section costs                    | 0            |
|         | SumUp Card Fees                            | 9            |
| 642     | Marketing costs                            | 186          |
|         | <b>Exhibition Expenditure Subtotal</b>     | <b>842</b>   |
| 0       | Shop purchases                             | 201          |
| 0       | Shop publication printing costs            | 95           |
|         | <b>Shop Expenditure Subtotal</b>           | <b>296</b>   |
| 25      | Education expenditure                      | 0            |
| 0       | Funded education expenditure               | 0            |
|         | <b>Education Expenditure Subtotal</b>      | <b>0</b>     |
| 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    | <b>Total Operating Expenditure</b>         | <b>7,006</b> |

### Long-term Project Expenditure

|       |  |                |
|-------|--|----------------|
| 82456 | Funded building and repair expenditure     | 179,457        |
| 82456 | <b>Total Long-term Project Expenditure</b> | <b>179,457</b> |

89528 Total Expenditure

186,463

# Beaminster Museum Trust

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

Year ending 4th November 2021

| Bank Balances                                   |                         |                 |        |
|---|-------------------------|-----------------|--------|
| Opening balances 5th 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         |        |
| Less Trustee loans held in Renovation Fund      |                         | -               | 20,000 |
| <b>Total opening balances 5th November 2020</b> |                         | <b>184,276</b>  |        |
| Closing balances 4th November 2021              |                         |                 |        |
| Cash (float)                                    |                         | 50              |        |
| TSB Current Account                             |                         | 6,369           |        |
| CCLA 1  | DC Covid Support Grant  | 8,573           |        |
| 2   | Bespoke Funds           | 2,119           |        |
| 3   | Renovation Fund         | 25,726          |        |
|   |                         | 36,418          |        |
| <b>Total closing balances 4th November 2021</b> |                         | <b>42,837</b>   |        |
| (See note below)                                |                         |                 |        |
| Less Trustee Loans held in Renovation Fund      |                         | -               | 0      |
| <b>Net Surplus/Deficit for the Year</b>         |                         | <b>-141,439</b> |        |

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:

1<sup>st</sup> Jan 2022

| General property expenditure |                                  | 2019/20 | 2020/21      |
|------------------------------|----------------------------------|---------|--------------|
| 2492                         | Utilities                        |         | 2,158        |
| 1299                         | Insurance                        |         | 1,808        |
| 365                          | Repairs and Renewals             |         | 28           |
| 510                          | Cleaning                         |         | 706          |
| <b>4,666</b>                 |                                  |         | <b>4,700</b> |
| General administration costs |                                  |         |              |
| 548                          | Telephone and Broadband          |         | 457          |
| 159                          | Printing, Postage and Stationery |         | 160          |
| 204                          | Computer and Digital Equipment   |         | 114          |
| 0                            | Other Administration costs       |         | 64           |
| <b>911</b>                   |                                  |         | <b>795</b>   |
| Events Income                |                                  |         |              |
| 638                          | Book Sale                        |         |              |
| 1098                         | Winter Talks                     |         |              |
| 40                           | Other Talks                      |         | 80           |
| 283                          | Christmas Concert                |         |              |
| 152                          | Coffee Morning                   |         |              |
|                              | Quiz Night                       |         |              |
|                              | Growing for Gold events          |         | 240          |
| <b>2,211</b>                 |                                  |         | <b>320</b>   |



**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

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

**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:**

6<sup>th</sup> 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.

|                        |         |
|------------------------|---------|
| Charity no<br>(if any) | 1178799 |
| 4 November 2021        |         |
| 1-2                    |         |

I report to the trustees on my examination of the accounts of the charity ("the Trust") for the year ended 31/12/21.

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(2)(b) of the Act.

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.

|   |
|---|
| Report to the trustees<br>members of    |
| On accounts for the year<br>ended       |
| Set out on pages                        |
| Responsibilities and<br>basis of report |
| Independent<br>examiner's statement     |
| Signed:                                 |
| Name: Colin Schofield                   |

|                  |
|------------------|
| Charity Engineer |
| 37 The Boches    |
| Beaminster       |
| DT8 3SL          |