



CHARITY COMMISSION
FOR ENGLAND AND WALES

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:</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	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</p> <p>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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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.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
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Exemptions from disclosure

Reason for non-disclosure of key personnel details

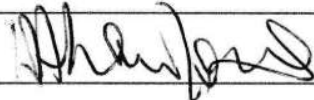
Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

DAVID ALEXANDER CRAWFORD	
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Position (eg Secretary,
Chair, etc)

CHAIR of TRUSTEES	
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Date

24th June 2024

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**

Long-term Project Income		
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**

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	SumUp 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

27674 Total Expenditure **18,693**

Beaminster 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
	17,923
Less loan box deposits held	-150
Total opening balances 5th November 2022	24,142
Closing balances 4th November 2023	
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
	16,252
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 brac sale	394
2,285	2,125