

The Friends of the Ipswich Museums  
Trustees Report for the period 1st January to 31<sup>st</sup> December 2023

**Reference and administrative information**

**President:**

Lady Deben

**Trustees:**

R Wilson, Chair of Trustees

D Fiennes, Vice Chair

A Sewell, Treasurer

C Strang, Secretary

E Burrows

S Brooks

J Attenborough

R Burlinson

C Davis

K Davis

N Porter

**Address:**

Ipswich Museum

High Street

Ipswich

IP1 3QH

Charitable Incorporated Organisation (CIO) Number: 1184000

Registered: 20<sup>th</sup> June 2019

**Bankers:**

The Co-operative Bank, 11 Princes Street, Ipswich, IP1 1PH

Royal Bank of Scotland, C/O Natwest Bank, 2 Tavern Street, Ipswich, IP1 3BD

The Suffolk Building Society, PO Box 547, Ipswich IP3 9WZ

Nationwide Building Society, 48 Tavern Street, Ipswich, IP1 3DL

**Report of the Trustees for the period 1st January to 31<sup>st</sup> December 2023**

The Friends of the Ipswich Museums changed from an Unincorporated Charity to a Charitable Incorporated Organisation (CIO) with effect from 20<sup>th</sup> June 2019.

The Trustees present their report and financial statements of the Charitable Incorporated Organisation (CIO) for the period 1st January to 31<sup>st</sup> December 2023. The financial statements have been prepared in accordance with the Charities Act 2022.

**Structure, governance and management**

The Friends is a Charitable Incorporated Organisation (CIO) Number: 1184000. The structure is defined in the Constitution.

Trustees are elected annually by the members at the Annual General Meeting. Any member of the committee shall be eligible for re-election except that a chairman who has been Chairman continuously for five years shall not be re-elected as Chairman until after an interval of one year. The committee shall consist of four officers and a maximum of nine ordinary members.

There shall be a President and up to three Vice Presidents who will hold office on the recommendation of the committee. There will be no term placed on the President who will have no voting rights. The Vice President shall have a term of five years, and full voting rights. Both the President and Vice President may attend any meetings as they see fit.

At the quarterly trustee's meetings, the trustees agree the broad strategy and areas of activity for the charity, including consideration of grant making, reserves, fund raising and risk management policies.

All trustees give of their time freely, and no trustee remuneration was paid in the year.

**Risk management**

The charity has responsibility for the safekeeping and allocation of funds.

The committee relies on the expertise of the Colchester and Ipswich Museum service when making decisions on the allocation of funds to purchase new acquisitions.

The committee endeavours to manage exposure to the financial markets by following a conservative approach to banking and relying on the Financial Services Compensation Scheme.

### **Objectives and activities for the public benefit**

The objectives of the association are to promote and encourage the preservation, presentation and development of the collections of the Ipswich Museums and Galleries, and to stimulate interest in the Ipswich museums and galleries within the community.

The association attains these objectives by:

Promoting the formation and development of the Friends of the Ipswich Museums; raising money and inviting contributions.

Engaging in, supporting and coordinating research, publishing, education, advertising and other charitable work for the furtherance of the above.

Organising and running meetings, lectures, guided tours, trips and other forms of publicity.

Generally furthering the purposes of the Museums and Galleries and encouraging the development of the facilities.

Appointing delegates and representatives to any other bodies with whom the Friends of the Ipswich Museums may be connected.

Taking any other lawful action to achieve the objects of the society.

The trustees confirm they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the policy for the year.

### **Trustees' responsibilities in relation to the financial statement**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales requires the trustee(s) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustees are required to:

Select suitable accounting policies and apply them consistently.

Observe the methods and principles of the Charities SORP.

Make judgements that are reasonable and prudent.

State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and

Prepare the financial statements on the going concern basis unless it is inappropriate to presume the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure the financial statements comply with the Charities Act 2022 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

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

**Signed on behalf of the charity's trustees**

Richard Wilson  
Chairman

Andrew Sewell  
Treasurer

# **THE FRIENDS OF THE IPSWICH MUSEUMS**

**Registered Charity No 1184000**

**ACCOUNTS FOR THE PERIOD 1st JANUARY TO  
31<sup>ST</sup> DECEMBER 2023**

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

**Signed on behalf of the charity's trustees**

Richard Wilson  
Chairman

Andrew Sewell  
Treasurer

# THE FRIENDS OF THE IPSWICH MUSEUMS

## ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### Income and Expenditure Account

	2023		2022	
	£	£	£	£
<b>Income</b>				
Subscriptions - ordinary	3,508		3,697	
- corporate	<u>1,400</u>	<b>4,908</b>	<u>1,200</u>	<b>4,897</b>
<b>Donations</b>				
Christchurch Mansion Cash Boxes		<b>4,297</b>		8,318
Donations collected by Ipswich Borough Council				7,496
Donation re Rendlesham Finds				900
Electronic Donations	1,566		1,200	
Less System Costs	<u>504</u>	<b>1,062</b>	<u>564</u>	<b>636</b>
Angels Conservation Appeals		<b>5,037</b>		1,221
Creating Constable Exhibition				0
Zinkeisen Donation				3,000
HMRC Gift-aid		<b>5,276</b>		3,000
Commemorative Tribute honouring Paul Bruce		<b>2,183</b>		175
Contribution to the Purchase of the Churchyard Albums		<b>2,000</b>		
Tours and Talks	2,890			2,664
Less expenses	<u>559</u>	<b>2,331</b>		
Fund raising events	2,631		2,751	
Less expenses	<u>1,291</u>	<b>1,340</b>	<u>1,160</u>	1,591
Interest Suffolk Building Society	2,492		866	
Interest Cambridge & Counties Bank One Year Fixed Rate Bond	2,790		0	
Less bank charges	<u>0</u>	<b>5,281</b>	<u>0</u>	866
Publications	30		38	
Less print costs	<u></u>	<b>30</b>	<u>0</u>	38
<b>Grants</b>				
Garfield Weston Foundation re Museum Development			150,000	
Art Friends Suffolk			1,250	151,250
		<b>33,745</b>		186,052
<b>Expenditure</b>				
General Administration	247		79	
Web-site design and maint.	619		269	
Subscriptions	470		470	
Newsletters	1,532		1,561	
Commemorative Tree honouring Paul Bruce	204		300	
Bad debts written off			100	
Signs and A Boards		<b>3,072</b>	792	3,571
Surplus (before appropriations)		<b>30,674</b>		182,481
<b>Appropriations</b>				
<b>2022</b>				
High Street Museum Development Project			150,000	
80 Ipswich Portraits			1,250	
Creating Constable Exhibition			8,570	
Jan Porcellis "Shipwreck off the Coast" painting restoration work			5,699	
Purchase of Pierhead and Maritime paintings			3,100	
Contribution to Landscape Rebels exhibition			10,000	178,619
<b>2023</b>				
Contribution to Rendlesham Collection - Coins	4,676			
Angels Reglazing Project	4,345			
Contribution to Black Suffolk Artwork Purchase	2,000			
Contribution to Zinkeisen Portrait Purchase	3,500			
Churchyard Albums Purchase	4,500			
Liberica Tray Purchase	500			
WE Pepper Painting Purchase	381	<b>19,902</b>		
<b>Balance for year after appropriations</b>		<b>10,772</b>		3,862

# THE FRIENDS OF THE IPSWICH MUSEUMS

## ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### Balance Sheet as at 31st December 2023

	2023	2022
	£	£
<b>Assets</b>		
The Co-op Bank                      Current A/C	13,349	95,679
RBS                                      Deposit A/C	1,790	1,790
Ipswich Building Society	90,763	88,272
Nationwide	3	3
Cambridge & Counties Bank	87,790	85,000
United Trust Bank	85,000	0
<b>Total cash at bank</b>	<b>278,694</b>	<b>270,743</b>
<b>Assets</b>		
Listed Debtors: HMRC Gift-aid claims	5,800	3,000
Corporate Subs	200	0
Total Giving	350	0
<b>Liabilities</b>		
Listed Creditors		
Ipswich and Colchester Museums re Museum Redevelopment	150,000	150,000
Ipswich and Colchester Museums re 80 Ipswich Portraits	1,250	1,250
BAFM Subscription and Insurance	470	470
Tuddenham Press Ltd Newsletters and Tour Leaflets	530	0
<b>Net Assets</b>	<b>132,794</b>	<b>122,023</b>
<b>Funds</b>		
Balance brought forward	122,023	118,161
Net Surplus of funds for the year	10,771	3,862
	<b>132,794</b>	<b>122,023</b>



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

The Friends of the Ipswich Museums

On accounts for the year  
ended

31 December 2023

Charity no  
(if any)

1184000

Set out on pages

*(Remember to include the page numbers of additional sheets.)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Rowell Bell

Date:

29 April 2024

Name:

ROWELL BELL

Relevant professional  
qualification(s) or body

Fellow of the Institute of Chartered Accountants in  
England & Wales