



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2023		31	03	2024

Section A Reference and administration details

Charity name

Maldon Museum in the Park

Other names charity is known by

Registered charity number (if any)

1185595

Charity's principal address

47 Mill Road

Maldon

Essex

Postcode CM95HX

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	David Grant Anderson			
2	Jonathan George Cruikshank			
3	Elizabeth Jane Jeary	Chair		
4	Keith Donald Jeary	Treasurer		
5	David Patient			
7				
8	Steven Gridley		1/4/2023 – 17/11/23	
9	Geoff Wood		1/4/2023 – 22/2/2024	
10				
11				
12				
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed at the Annual General Meeting.

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.

The museum has a board of seven trustees and is run by a management committee. Trustees and committee members are all volunteers. There are no paid staff. We are accommodated in a building owned by Maldon District Council, which we occupy at a peppercorn rent. Approximately one third of our collection is on loan from the district council, which we display, store and care for on their behalf.

We are a member of Museums Essex, a team of museum workers that support Essex museums, galleries and heritage organisations. Their aim is to give guidance, share knowledge, share skills and financially support museum projects with their grants scheme.

We are also a member of Art Fund_ who provide our ticketing system for any ticketed events.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>To advance the education of the public by the provision of a museum.</p> <p>To advance the education of the public in the history of Maldon and the local district by providing and maintaining a museum and by protecting, conserving and displaying artefacts and items from the collections held by the museum.</p>
<p>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)</p>	<p>We aim for people to find inspiration from Maldon District's past to equip them for the challenges of the future, and for local communities to develop a deeper sense of belonging to their local area.</p> <p>In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging.</p> <p>The museum relies on grants and the income from visitor donations to cover its operating costs. In setting the level of entry fees (if necessary in the future) for group visits, the trustees will give careful consideration to the accessibility of the museum for those on low incomes.</p> <p>The strategies employed to achieve the charity's aims and objectives are to:</p> <ul style="list-style-type: none"> present a broad range of exhibitions for the enjoyment and education of our local community; offer opportunities for a broad range of young people to get involved in arts activity exploring their own creativity; celebrate the diversity of cultures in our society by having exhibitions highlighting differing cultural backgrounds. <p>Putting these strategies into action we have three major areas of activity which are: permanent and special exhibitions; children's art and crafting sessions; off-site tours.</p> <p>We endeavour to encourage all within our community to view our exhibitions and to take part in our activities. These are to be enjoyed by all, but we appreciate that some may have particular appeal to older residents.</p> <p>Affordability and access are important to us and we try to enable all within our community, whatever their means, to take part in our activities and to view our presentations. Exhibitions and art and craft activities continue to be available free to the public. Off-site tours attract a small fee (which may be waived or reduced in cases of hardship).</p>

Additional details of objectives and activities (Optional information)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • policy programme related investment; • contribution made by volunteers. 	<p>We are grateful for the many hours volunteers spend working (often behind the scenes) to maintain the museum's premises, displays and artefacts. Without this valuable contribution of time, energy and expertise we would not be able to achieve so much.</p>

Section D	Achievements and performance
<p>Summary of the main achievements of the charity during the year</p>	<p>The museum was open from Easter until the end of October.</p> <p>We welcomed a variety of visitors by special arrangement, which included groups from local schools and youth organisations.</p> <p>ACTIVITIES FOR CHILDREN These include a quiz to guide them around the museum and a “fossil hunt” in the courtyard. Special art and craft activities, supported by Arts Society Blackwater, are offered during school holidays. This year also featured Hallowe'en and Christmas Crafts sessions funded by a grant from Maldon District Council.</p> <p>Volunteer-led Family Fossil Tours at nearby Creeksea during the summer months continued to be a very popular family activity.</p> <p>DISPLAYS AND EXHIBITIONS Apart from the permanent displays we offered a temporary exhibition focusing on Maldon's heroes from both World Wars, in particular the Askew brothers, Ben Cobey and Frederick Corbett VC.</p> <p>Our permanent displays are being reviewed and rationalised to more clearly reflect life in the community, past and present.</p> <p>We continued working with Marvellous Micro Museums to finalise a new style of interpretive laelling for some of our themed rooms.</p>

Section E	Financial review
<p>Brief statement of the charity's policy on reserves</p> <p>Details of any funds materially in deficit</p>	<p>Cash at bank 31/3/2024 was £27,996 in unrestricted funds. The main financial risk to the charity continues to be loss of premises from MDC and reduced donations. The funds are held to cover more than 12 months operational costs in the event of a loss of income and to meet any unforeseen expenditure that may occur.</p>
<p>Further financial review details (Optional information)</p>	

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.

The principal source of (non-grant) funding is visitor donations – two donation boxes are in use and donations have remained steady.

Shop sales continue to provide a small but useful income.

Section F

Other optional information



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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
	Keith Donald Jeary	Elizabeth Jane Jeary
Full name(s)		
Position (eg Secretary, Chair, etc)	Treasurer	
Date	31/10/2024	

MALDON MUSEUM IN THE PARK**INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 MARCH 2024**

	2024		2023	
INCOME	£		£	
Grants received		7,731		2,611
Events income		249		326
Taxidermy income				1,035
Donations		1,571		2,329
Shop sales	1,026		760	
Less purchases	<u>504</u>	522	<u>256</u>	504
Interest received		193		5
TOTAL INCOME		10,266		6,810

EXPENDITURE

Insurances	688		654	
Lighting & Heating	1,814		1,355	
Property maintenance	264		1,548	
Telephone & Broadband	115		60	
Printing, Stationery & Postage	255		267	
Subscriptions & Donations	132		115	
Collection: maintenance & display	795		2,305	
Equipment maintenance	281		44	
Patio expenses	0		163	
Equipment purchases	1,518		1,695	
Advertising	116		104	
Volunteer Expenses	392		403	
Sundry expenses	4,150		378	
Bank charges	9		54	
TOTAL EXPENDITURE		10,529		9,145
SURPLUS (DEFICIT)		(263)		(2,335)

BALANCE SHEET AT 31 MARCH 2023

Equipment & Furniture		1		1
Cash in hand		75		50
Balance at bank	Current	7,410		26,941
	Deposit	20,153		0
Debtor				222
Stock		<u>327</u>		<u>533</u>
		27,966		27,747
Less Creditor				-236
		27,966		27,511

