



Trustees' Annual Report

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|------|-------------------|-------------|--------------|----|-----------------|-------------|--------------|
| From | Period start date | | | To | Period end date | | |
| | Day 01 | Month 04 | Year 2024 | | Day 31 | Month 03 | Year 2025 |

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 CM9 5HX |

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

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

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 five 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 under a tenancy at will. 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, an independent membership-based British charity, which raises funds to aid the acquisition of artworks for the nation.

Section C

Objectives and activities

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|---|---|
| Summary of the objects of the charity set out in its governing document | <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> |
| 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>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.</p> |

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 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.

| Section D | Achievements and performance |
|---|--|
| <p>Summary of the main achievements of the charity during the year</p> | <p>The museum was open from Good Friday until the end of October.</p> <p>We welcomed a variety of visitors by special arrangement, which included groups from local schools and art, U3A 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, were offered during school holidays. This year also featured Hallowe'en and Christmas Crafts sessions funded by residue funds from 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 temporary exhibitions: 'Last Orders - lost pubs of the Maldon District', 'Changing Track' relating to climate change, 'Maldon Bypass' for Heritage Open Day.</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 for a short while with Marvellous Micro Museums to finalise a new style of interpretive labelling 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 31/3/2025 was £26,525 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 plus a contactless donation station for card giving was introduced this year, which proved to be successful, although generally donations are lower than last year.

Shop sales continue to provide a small but useful income.

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) |  |  |
| Full name(s) | Keith Donald Jeary | Elizabeth Jane Jeary |
| Position (eg Secretary, Chair, etc) | Treasurer | Chair |
| Date | 20/11/2025 | |

MALDON MUSEUM IN THE PARK**INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31 MARCH 2025**

| | 2025 | 2024 |
|---------------------|--------------|----------------|
| | £ | £ |
| INCOME | | |
| Grants received | 1200 | 7,731 |
| Events income | 148 | 249 |
| Miscellaneous | 119 | |
| Donations | 1,660 | 1,571 |
| Shop sales | 1032 | 1,026 |
| Less purchases | 417 615 | <u>504</u> 522 |
| Interest received | <u>207</u> | <u>193</u> |
| TOTAL INCOME | 3,949 | 10,266 |

EXPENDITURE

| | | |
|-----------------------------------|--------------|---------------|
| Insurances | 737 | 688 |
| Lighting & Heating | 1524 | 1,814 |
| Property maintenance | 47 | 264 |
| Telephone & Broadband | 121 | 115 |
| Printing, Stationery & Postage | 478 | 255 |
| Subscriptions & Donations | 70 | 132 |
| Collection: maintenance & display | 0 | 795 |
| Equipment maintenance | 619 | 281 |
| Patio expenses | 96 | 0 |
| Equipment purchases | 464 | 1,518 |
| Advertising | 0 | 116 |
| Volunteer Expenses | 80 | 392 |
| Sundry expenses | 220 | 4,150 |
| Bank charges | 15 | 9 |
| TOTAL EXPENDITURE | 4,471 | 10,529 |
| SURPLUS (DEFICIT) | (522) | (263) |

BALANCE SHEET AT 31 MARCH 2023

| | | |
|-----------------------|---------------|---------------|
| Equipment & Furniture | 1 | 1 |
| Cash in hand | 101 | 75 |
| Balance at bank | 5629 | 7,410 |
| Current | | |
| Deposit | 20,401 | 20,153 |
| Debtor | | |
| Stock | 393 | 327 |
| | <u>26,525</u> | <u>27,966</u> |
| Less Creditor | | |
| | 26,525 | 27,966 |