



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.06.2021 **Period start date** **To 31.05.22** **Period end date**

Charity name: Milborne Port History and Heritage Group

Charity registration number: 1186468

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To share the history of the village, preserve our heritage & foster a sense of community for the future
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	Preserve & display archive material. Involve people in local research. Organise meetings & other events Work with similar groups Encourage local people to take an active role
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have regard to the guidance issued by the CC on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers assist the group by manning the Museum & general administration

Other		The group is supported by Milborne Port Parish Council by providing us with a venue for our Museum on a three year lease at a peppercorn rent.

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 a Museum which is open during the summer months & on request by members of the public We hold regular monthly talks of historical interest attended by 40 - 70 people We arrange visits to places of historical interest. We have produced 5 booklets of local interest. We have an 'oral history' archive which is available on our website along with a Facebook page which is continually visited and comments made relating to both local and general history matters.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We feel that we have fulfilled many of our objectives, see above
Performance of fundraising activities against objectives set	Para 1.41	We rely on donations & are self-sufficient in that respect
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Bank balance as at 31.05.22: £1658.63
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To cover ongoing expenses ie insurance, rent, electric and speakers fees
Amount of reserves held	Para 1.22	As bank balance
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Museum is an old building and cost of any maintenance will be high

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	Membership fees Booklet sales Donations at meetings, the museum and other events
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Cost of maintaining the Museum
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
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	Trustees are selected by their enthusiasm for the group and it's aims. No-one person can select a Trustee, they can put a name forward and their appointment is made by general agreement of the other Trustees

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	Each new Trustee is given a copy of the Constitution and the most recent Trustee's report
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The History & Heritage Group also has a general committee who make the day to day decisions regarding charging for talks, cost of membership and ideas for speakers and events
Relationship with any related parties	Para 1.51	We receive advice from Somerset County Museum Service
Other		

Reference and Administrative details

Charity name	Milborne Port History & Heritage Group
Other name the charity uses	N/A
Registered charity number	1186468

Charity's principal address	Laycock Farm Milborne Port, Sherborne, Dorset DT9 5HD

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	Harold Clarke	Chair	2021/2022	
2	Lesley Wray	Historian	2019/2022	
3	Marilyn Harrison	Secretary/Treasurer	2019/2022	
4	Steven Underwood		2019/2022	
5	James Roberts		2019/2022	
6	John Fanning		2019/2022	
7	Valerie Jackson		2021/2022	
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20				

Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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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)

Marilyn Joy Harrison

Marilyn Joy Harrison	
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Position (eg
Secretary, Chair, etc)

Secretary

Secretary	
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Date

17.08.22

17.08.22

Milborne Port History Heritage Group
Accounts 1 June 2021 -31 May 2022

<u>DATE</u>	<u>DEPOSITS</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>Expenditure</u>	<u>AMOUNT</u>	<u>Ch. No</u>
07.06.21	Membership -BACS	£20.00	20.07.21	Viking - Files/Stationery, Filing cabinet	£159.27	64
23.06.21	Membership - BACS	£15.00	26.07.21	SSE	£333.71	65
12.07.21	Membership -BACS	£15.00	19.08.21	Remous - Native Villager	£164.00	66
12.07.21	Membership - BACS	£20.00	31.08.21	MPPC - Rent/Chapel	£10.00	67
14.07.21	Membership -BACS	£15.00	17.09.21	Flynn - Web Services	£50.00	68
19.07.21	Membership - BACS	£20.00	22.09.21	Tim Medhurst - Speaker	£50.00	69
20.07.21	Membership -BACS	£20.00	26.10.21	Curtains, Museum	£67.00	70
20.08.21	Paying In Slip 500041	£181.00	29.10.21	Viking - StationaryFiling cabinet/ etc	£190.68	71
26.08.21	Membership -BACS	£15.00	19.11.21	Rosie Lear - Speaker	£25.00	74
18.10.21	Membership - BACS	£15.00	22.11.21	RBL - Poppy Wreath	£25.00	72
15.11.21	Paying In Slip 500042	£212.00	21.11.21	SSE	£65.44	75
16.12.21	Membership - BACS	£18.00	10.12.21	SOMP - Christmas Tree	£10.00	73
25.01.22	Book Sales - BACS	£15.00	15.02.22	Inv 0586 - Church House Hire	£104.00	76
16.02.22	Paying In Slip 500043	£97.00	22.02.22	Bookcases - G Topp/GA Envs & Stamp	£88.30	78
04.03.22	Membership - BACS	£16.00	25.02.22	SSE	£138.76	77
07.03.22	Membership - BACS	£20.00	04.04.22	Gallagher Ins - Museum	£380.75	80
10.03.22	Paying In Slip - 500044	£174.00	14.04.22	Cable Cover	£17.78	81
10.03.22	Membership - BACS	£16.00	23.05.22	SSE	£253.66	82
21.03.22	Membership - BACS	£20.00	26.05.22	May - Speaker	£58.00	83
11.04.22	Ven - BACS	£30.00				
11.04.22	Membership - BACS	£20.00				
11.04.22	Membership & Ven BACS	£31.00				
11.04.22	Ven - BACS	£30.00				
11.04.22	Ven - BACS	£30.00				
11.04.22	Ven - BACS	£30.00				
11.04.22	Membership & Ven BACS	£50.00				
11.04.22	Ven - BACS	£15.00				
11.04.22	Membership & Ven BACS	£31.00				
14.04.22	Ven House - BACS	£15.00				
14.04.22	Membership & Ven BACS	£50.00				
19.04.22	Membership - BACS	£20.00				

Milborne Port History Heritage Group
Accounts 1 June 2021 -31 May 2022

19.04.22	Membership - BACS	£20.00
21.04.22	Membership & Ven BACS	£31.00
25.04.22	Membership BACS	£30.00
25.04.22	Paying In Slip - 500045	£125.00
25.04.22	Paying In Slip - 500046	£110.00
03.05.22	Membership - BACS	£16.00
06.05.22	Membership - BACS	£16.00
09.05.22	Membership Renewal + Entry Fe	£40.00
09.05.22	Ven - BACS	£15.00
13.05.22	Membership - BACS	£15.00
16.05.22	Membership & Ven BACS	£31.00
18.05.22	Ven - BACS	£30.00
24.05.22	Ven - BACS	£30.00
26.05.22	Ven - BACS	£15.00
30.05.22	Membership - BACS	£20.00
30.05.22	Ven - BACS	£30.00
30.05.22	Ven - BACS	£15.00
31.05.22	Ven - BACS	£30.00

TOTAL RECEIPTS £1,895.00

Total EXPENDITURE

£2,191.35

BANK BALANCE AS AT 31.05.22

£1,658.63