

RECEIPTS AND PAYMENTS for year ended 31 October 2022 05/12/22

					2020/21	2019/20
Receipts						
	Unrestricted	Designated	Restricted	Total		
	£	£	£	£		
Donations general	683			683	1,852	20,630
Donations Blickling		1,901		1,901		
Donation from JJPM/Septagon		18,000		18,000	8,089	
Jarrolds				-	-	12,900
Subscriptions	310			310	315	440
Gift Aid				-	-	
miscellaneous				-	-	
Events				-	-	
interest, dividends	-			-	-	
Total receipts	993	19,901	-	20,893	10,256	33,970
Payments					2020/21	2019/20
	Unrestricted	Designated	Restricted	Total		
	£	£	£	£		
Project Management				-	-	4,940
Admin				-	-	4,029
Grants out				-	-	
Publicity				-	-	160
Printing & copying				-	27	126
Stationery & post				-	86	
Septagon outgoings (Rent)		18,275		18,275	-	3,390
Hardware & software				-	1,335	
Mulbarton				-	-	3,833
Mulbarton electrics		30		30	120	148
Blickling set-up		957			2,766	
audit & prof fees	-			-	-	
IT & web	592			592	292	125
Sundry	182			182	300	246
Events				-	-	
Total payments	773	19,262	-	20,035	4,925	16,997
Net receipts	219	639	-	858	5,331	16,973
Transfers between funds				-		-
	219	639	-	858	5,331	16,973
Cash at bank 1/11/21	760	21,545	-	22,305	16,973	
Cash at bank 31/10/22	979	22,184	-	23,163	22,305	16,973
ASSETS AND LIABILITIES as at 31 October 2022						2019/20
	Unrestricted	Designated	Restricted	Total		
	£	£	£	£		
Cash Funds						
cash at bank	979	22,184	-	23,163	22,305	16,973
deposit/savings	-	-	-	-		
	979	22,184	-	23,163	22,305	16,973
Other monetary assets						
Gift Aid receivable	-	-	-	-		
Liabilities	-	(24,500)	-	(24,500)		
SUMMARY						
total assets less liabilities	979	(2,316)	-	(1,337)	22,305	16,973
FUNDS ANALYSIS						
	B/FWD	receipts	paid	movements	C/FWD	
Cash funds						
(1) unrestricted fund	760	993	773	-	979	
(2) designated funds	B/FWD	receipts	paid	movements	C/FWD	
Septagon donation	15,275	18,000	18,275	-	15,000	
Blickling donations	1,302	1,901			3,203	
Blickling project	4,968		987		3,981	
total designated funds	21,545	19,901	19,262	-	22,184	
(3) restricted funds						
Jarrolds	-	-	-	-	-	
total restricted funds	-	-	-	-	-	
total cash funds	22,305	20,893	20,035	-	23,163	

Norwich Printing Museum

Registered Charity No. 1184738

Financial Statements

Year ended 31 October 2022

Trustees Annual Report for the period 1 November 2021 to 31 October 2022

Charity's principal address 10 Ninham's Court, Norwich NR2 1NX

Website norwichprintingmuseum.co.uk

Charity Trustees Linda Caroline Jarrold
Gerald Morris
Anthony Durier
Katherine Barbara Anetts
Dr Paul Westcott Nash
Julie Allen

Bankers Lloyds Bank plc, Gentleman's Walk, Norwich

Independent Examiner Nicola Morris

Structure, Governance and Management

Governing Document

Norwich Printing Museum is constituted as a CIO-Foundation with the Charity Commission under charity number 1156762. It is governed by a CIO constitution dated 11 October 2019.

Organisation Structure

The charity trustees are responsible for the general control and management of the charity. They give their time freely and receive no remuneration or other financial benefits other than reimbursement for expenditure on behalf of the Museum. The trustees are responsible for all the decisions taken in relation to the running of the charity.

Risk Management

The trustees have assessed the risks the charity faces and are implementing systems to mitigate these. The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular, the finances are kept under regular review and insurance cover is actively under review.

Objectives and Activities

Norwich Printing Museum aims to advance the education of the public in the history and processes of printing, bookbinding and allied skills with special emphasis on the endangered craft of Letterpress, in particular by

- (a) the provision and maintenance of a museum for the history of printing, bookbinding and allied skills
- (b) the preservation of historic printing machinery, type collection, a printing-related library and archive of printing ephemera
- (c) the provision of a working hub to develop printing and bookbinding skills and training in heritage skills.

The trustees have given due regard to the Charity Commission's guidance on public benefit and have complied with their duties as detailed in the Charities Act 2011 with regard to public benefit. Careful consideration has been given to the accessibility of Norwich Printing Museum to as wide a community as possible.

Achievements and Performance

The bulk of the collection is currently stored in a storage facility at Fransham Farm while a search continues to find a permanent property.

A pop-up museum continues to operate in conjunction with the National Trust at Blickling Hall

This is helping to –

- * - keep Norwich Printing Museum in the public eye whilst the search continues for a permanent base
- * - make good use of volunteers' skills and reinforce/renew relationships built over many years at the John Jarrold Printing Museum

- * - begin the process of in-house training for trainers – the next generation of printers, compositors and bookbinders to take the skills forward into the future
- * - display and make good use of a selection of hand-operated machinery in the public domain
- * - gain insight into the viability of future courses and events
- * - increase NPM's membership and volunteer database.
- * - subject to agreement with the National Trust, to generate sales from printed merchandise through a small shop area, and also the restoration of old and damaged books

All arrangements are subject to any local and national restrictions relating to the Covid-19 pandemic.

Financial Review

Income and expenditure have both been restricted during the year due to the limitations imposed by the ongoing Covid-19 pandemic.

Unrestricted income covered £993 in subscriptions and donations.

We were very pleased to receive a grant of £18,000 from Septagon charity for use in paying the rental on the Fransham Farm storage facility

Designated income is the Septagon grant together with donations received from visitors to the Blickling pop-up.

Expenditure in the general fund covered publicity, the collection and maintenance of some items for the collection and membership of the Association of Independent Museums.

Designated expenditure covers the rent on the Fransham storage facility and, and the maintenance of the presence at Blickling.

No capital purchases were made and no payments were made to Trustees.

As we have been granted charitable status, we are in the process of registering with HMRC so that we will be able claim Gift Aid on membership subscriptions and donations.

Reserves Policy

A Reserves Policy is being developed.

Restricted fund reserves are maintained in accordance with the benefactor's wishes

Independent Examiner

Income was less than £25,000 for the year and so, in line with the Charity Commission guidelines, no Independent Examination or full accounts are required to be submitted. The Annual Return will be submitted to the Charity Commission.

Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees

K B Anetts

K B Anetts

date 19 August 2023