

Trustees' Annual Report for the period 01/Jan/2021 to 31/Dec/2021

Charity name: HOLSWORTHY MUSEUM

Charity registration number: 1187705

Introduction

The process of transferring assets to the Charitable Incorporated Organisation, Holsworthy Museum (Charity No: 1187705) from Holsworthy Museum Society (Charity No: 1055088) continued through the period of this report.

Whilst the Trustees continued with this process, the running of the Museum during this period was operated and managed by the Holsworthy Museum Society.

The formal transfer of assets was finally completed in January 2022.

Objectives and Activities

In summary, the purpose of the charity, as set out in its governing document, is to collect and preserve artefacts linked to the history of Holsworthy.

Its main activities are the managing, documenting, conserving, and safeguarding the museum collections and holdings; to exhibit, interpret and provide access to the museum collection and holdings; to provide material, evidence and associated information and learning experiences and activities relating to the objects in the collection; and to research, promote and publish studies of the area.

The Trustees will continue to provide a facility for informing and educating the public about the history of Holsworthy and its environs by running and managing Holsworthy Museum for the benefit of the public.

The Trustees recognise the importance of the contribution volunteers will make in enabling them to continue to fulfil the charity's Objects and Activities. During the period covered by this report, the Museum was able to re-open, as Covid restrictions eased and mechanisms to protect both public and volunteers were put in place.

Achievements and Performance

The Museum reopened to the public in April 2021.

Financial Review

Owing to the delays previously reported in 2020, and continued into 2021, Holsworthy Museum did not trade during the period of this report. This allowed the Trustees to concentrate on completing the process of the formal transfer of assets, the most difficult and time consuming of which was setting up the new bank account. It was not until the end of this reporting period that the process was finally completed.

The Charity's reserves will continue to be held in a savings account for ease of access if required. Reserves are required to ensure that the Museum can continue to cover the cost of overheads in the event that no income is received. The Museum is normally closed for a period of 3-4 months during the winter and therefore the minimum level of reserves maintained is 6 months operating costs.

Unrestricted net assets transferred from the Society totalled £41,377 at 31st December 2021. There are currently no financial concerns.

Additional information

The Charity will start the next financial year in a healthy financial position relative to its size and operating costs and will continue to rely upon income from voluntary donations from visitors, users of the Service Point, and the sale of books about the history of Holsworthy.

The charity is entirely reliant upon volunteers and the biggest risk will be a loss of volunteers. Many current volunteers are elderly and Covid concerns continue to impact the willingness of some to act as stewards during opening hours.

Structure, Governance and Management

The charity is a Charitable Incorporate Organisation governed by a Constitution.

The Museum is dependent upon the skills that an individual can bring to the management of the Museum, which is wholly reliant upon volunteers to ensure that it continues to comply with governing legislation and the requirements of Museum Accreditation. These factors will be a primary consideration when selecting Trustees who are asked to commit for a minimum period of 3 years

Reference and Administrative details

Charity name	Holsworthy Museum
Other name the charity uses	None
Registered charity number	1187705
Charity's principal address	Manor Offices North Road Holsworthy DEVON EX22 6DJ

Names of the charity trustees who manage the charity

- | | | |
|---|------------------------------|----------------------|
| 1 | Dr David Kenneth Hillebrandt | |
| 2 | Mrs Margaret Benjafield | Treasurer/ Secretary |
| 3 | Mrs Elizabeth Mary Curtis | |
| 4 | Mrs Pamela Jane Johns | |

There are no corporate charities or Trustees holding title to property belonging to the Charity.

Funds held as custodian trustees on behalf of others:

All items comprising the Museum's collections are held in trust for the benefit of the local community. Under the terms of the Constitution none of the items in the collections can be used as security for loans or mortgages. Safe custody is by means of physical security and a monitored alarm system.

The value of the collections does not form part of the Museum's balance sheet.

Additional information

The Trustees are able to benefit from the guidance of a Mentor, currently Alison Mills, Barnstaple Museum, Barnstaple, Devon.

Exemptions from disclosure

None

Other optional information

None

Declarations

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

Signed on behalf of the charity's trustees


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MRS MARGARET BENJAFIELD
TRUSTEE/SECRETARY

Date: 09/09/22