

Trustees' Annual Report for the period 01-Jan-2023 to 31-Dec-2023

Charity name: HOLSWORTHY MUSEUM

Charity registration number: 1187705

Introduction

This report covers the second year that the charity was fully operating as a Charitable Incorporated Organisation (CIO) and application was made to the Charity Commission to complete the transfer of assets from Holsworthy Museum Society (Charity No 1055088).

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.

Achievements and Performance

The Trustees appreciate the commitment of volunteers to enable this work to be carried out and ensure that the Museum can remain open to the public from March/April – December each year. The closed period is used for housekeeping, collection care and cataloguing and this work is ongoing.

Financial Review

The Charity's reserves 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 if no income is received. The Museum is normally closed for a period of 3-4 months during the winter and therefore the aim is to hold a minimum level of reserves for 6 months operating costs.

Visitor numbers have continued to recover following Covid, and donations were significantly up on the previous year, nevertheless costs continued to increase resulting in a further deficit for the year.

The Museum's Bank branch (HSBC - the last bank in Holsworthy) closed in September 2023 and, at the time of preparing this report, the consequences of this are presenting several challenges which remain unresolved.

Additional information

The Charity will start the next financial year still in a healthy financial position, relative to its size and operating costs, but will continue to rely upon income from grants, voluntary donations from visitors, and users of the Service Point; these are unlikely to cover costs fully and therefore a further loss seems probable in the coming year.

The charity is entirely reliant upon volunteers and the biggest risk will be a loss of volunteers. Most current volunteers are over 75, and family commitments and health issues can impact availability from time to time. The museum opens only on weekdays, so it is difficult to find younger volunteers who are not in paid employment and who are able to commit their time.

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 reliant wholly 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 benefit from the guidance of a professional Mentor.

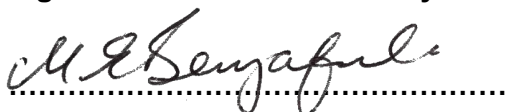
Exemptions from disclosure - None

Other optional information – None

Declarations

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

Signed on behalf of the charity's trustees



MRS MARGARET BENJAFIELD
TRUSTEE/SECRETARY

Date: 4 September 2024

[illegible]

BROUGHT FORWARD				CLOSING BALANCES				Surplus/Deficit
Museum Funds (Holsworthy Museum - Charity No 1187705)				Museum Funds (Holsworthy Museum - Charity No 1187705)				
			Balance				Balance	
HSBC	5,514.30		5,514.30	HSBC	£3,263.09		3,263.09	
Coventry	33,566.02		33,566.02	Coventry	£34,222.75		34,222.75	
PayPal		0.03	(0.03)	PayPal	£144.84		144.84	
	144.84		144.84			£0.03	(0.03)	
Petty Cash	50.00		50.00	Petty Cash	£100.00		100.00	
Donations Box			0.00	Donations Box	£10.00		10.00	
Museum Till	20.00		20.00	Till Float	£20.00		20.00	
Cash in Transit	34.84		34.84	Cash in Transit	£24.31		24.31	
Other Current Assets	1,933.78		1,933.78	Other Current Assets	£1,802.03		1,802.03	
Other Current Liabilities		1,923.78	(1,923.78)	Other Current Liabilities		£1,820.78	(1,820.78)	
Accounts Payable		393.69	(393.69)	Accounts Payable		£613.58	(613.58)	
Prior Year Fund Balance b/fwd	41,263.78	2,317.50	38,946.28	Current Fund Balance c/fwd	39,587.02	2,434.39	37,152.63	(1,793.65)
Total current year Income plus b/fwd funds			42,121.54	Total current year expenditure plus Year end funds			42,121.54	0.00
Accounts Payable:								
Holsworthy Memorial Hall Coffee Morning 2024			(42.00)					
BT			(55.62)					
Torridge District Council			(240.00)					
Guarantor Security			(240.00)					
Payments due to Authors			(35.96)					
Total Accounts Payable			(613.58)					