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## Trustees' Annual Report for the period

	Period start date				Period end date		
	1	1	2021		31	12	2022
<b>From</b>				<b>To</b>			

### Section A Reference and administration details

**Charity name** The Staithes Museum and Heritage Trust

**Other names charity is known by** The Staithes Story

**Registered charity number (if any)** 1188348

**Charity's principal address** The Staithes Museum and Heritage Trust,  
High Street  
Staithes, North Yorkshire  
**Postcode** TS13 5BQ

#### 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 H Linley	Chair		
2	David Milnes	Trustee		
3	Caroline Hawley	Trustee		
4	Colin Pyrah	Trustee		
5	Valerie Lake	Trustee		
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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

**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
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How the charity is constituted  
(eg. trust, association, company)

Community Interest Organisation
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Trustee selection methods  
(eg. appointed by, elected by)

Appointed by Trustees
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**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

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major risks and the system and procedures to manage them.

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Section C	Objectives and activities
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**Summary of the objects of the charity set out in its governing document**

The objects of the CIO are.  
A. Conserve and preserve the contents of Captain Cook and Staithes Heritage centre collection.  
B. Promote the cultural heritage, History and Art within the collection through education and learning, enabling access for all to the collection where practicable.  
C. Encourage and support community life and youth involvement through volunteering.

**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)**

Our main activity is to share the story of Staithes and its history to the present day, highlighting its connection with Captain James Cook, renown explorer, navigator and cartographer, using the collection and the chapel as a learning resource and focus for community heritage and tourism. Our main objective is to raise funds to secure the collection and develop the visitor attraction for the benefit of our community and visitors. We will achieve this by:

- maintaining an income stream to pay for our running costs
- continuing to catalogue, protect, conserve and display the collection
- providing attractive, well-researched and interesting interpretation
- securing the long-term future of the Staithes Story by involving local volunteers, supporters and enterprises

We changed the name of the museum to THE STAITHES STORY because it better reflects the family friendly community attraction we are now offering. We have smartened up the Chapel's exterior, put new signs outside and have made the interior layout more attractive and interesting. We have created two new artisan craft shops on the ground floor, as well as our own museum shop. A local volunteer has designed and created our new website which gives full details of the project with images and many favourable visitor comments: [www.staithes-museum.org.uk](http://www.staithes-museum.org.uk)

As charity trustees we have regard to the charity commission's public benefit guidance and are aware of the guidance, take it into account when making a decision to which the guidance is relevant and if we have decided to depart from the guidance, we have a good reason for doing so.

**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.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

Following our agreement to purchase the collection, fixtures and fitting and the shop stock for £110,000 we have now raised the full amount and have letter from previous owners framed and on display in the museum shop. This enables us to apply for public funding bids and work on developing the museum.

We have successfully applied to work towards the Museum Development Accreditation Scheme.

We have appointed our first paid member of staff, a trainee museum curator who is being supported by trustees and the Museum Development Yorkshire.

We have continued support from volunteers and locals and would like to formally thank them for their help and enthusiasm.

We have been successful in securing a £30,000 grant from Sirius Minerals.

We received our promised grant for £5,000 from the Normanby Trust.

We continue to rent out two units to local craftspeople who produce hand-made products to sell in our outlets, this brings in an income enabling us to be a sustainable organisation.

#### Shop Success

Kristel and Ken Smith have had a very successful year managing the shop, our sales have increased on average to £2,026 per month, we all appreciate their hard work and dedication.

#### Visitors

This year we have had 22,494 visitors, although numbers are lower in 2022 than 2021, we think that the Covid 19 travel restrictions in 2021 meant that more people stayed in UK for holidays.

We are open 6 days a week and are pleased to report a total of 22,494 visitors in 2022 which averages at 72 per day.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

We have agreed as Trustees to keep 3 months running costs in reserve

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

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.

## 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)**

D Linley

**Full name(s)**

David Harry Linley

<b>Position (eg Secretary, Chair, etc)</b>	Chair	
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<b>Date</b>	18.10.23
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**Staithes Museum and Heritage Trust**  
**Year ended 31 December 2022**  
**Income**

			Cash	Card		
	CashSales	Card Sales	Donations	Donations	Rent No 3	Rent No 5
	£	£	£	£	£	£
Jan-22	533.80	1,594.17	624.50	372.30	210.00	160.00
Feb-22	669.10	1,467.47	757.50	134.75	210.00	160.00
Mar-22	600.55	1,555.04	877.50	297.90	200.00	200.00
Apr-22	756.09	2,692.63	871.00	402.95	200.00	200.00
May-22	917.90	2,420.79	987.75	224.50	250.00	450.00
Jun-22	750.18	2,387.94	832.50	249.85	200.00	0.00
Jul-22	981.25	2,186.97	685.05	421.95	250.00	250.00
Aug-22	1,157.95	2,812.21	698.75	548.40	200.00	200.00
Sep-22	923.75	2,226.81	799.60	229.75	200.00	200.00
Oct-22	922.90	2,155.54	922.35	229.75	250.00	250.00
Nov-22	520.55	1,652.19	638.70	132.35	150.00	190.00
Dec-22	469.75	1,261.40	269.95	119.20	170.00	120.00
<b>Totals</b>	<b>9,203.77</b>	<b>24,413.16</b>	<b>8,965.15</b>	<b>3,363.65</b>	<b>2,490.00</b>	<b>2,380.00</b>

**Other**

<b>Donations</b>	<b>Grants</b>	<b>Totals</b>
£		£
500.00	2,667.00	6,661.77
0.00	0.00	3,398.82
0.00	0.00	3,730.99
0.00	0.00	5,122.67
54.82	30,825.00	36,130.76
24.10	0.00	4,444.57
5,000.00	458.99	10,234.21
500.00	0.00	6,117.31
3,000.00	3,000.00	10,579.91
24.10	500.00	5,254.64
0.00	0.00	3,283.79
0.00	0.00	2,410.30
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<b>9,103.02</b>	<b>37,450.99</b>	<b>97,369.74</b>
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