



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From January 2024 to December 2024

**Charity Name:- The Staithes Museum and Heritage Trust**

**Charity registration number:1188348**

### Objectives and Activities

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | <b>The purpose of the Staithes Museum and Heritage Trust is to provide the community of Staithes with a sense of continuity and attachment to their village, by preserving and presenting our unique collection.</b>                                |
| 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 | <b>We aim to arouse interest in the heritage and associated stories of the daily lives, traditions and experiences of the inhabitants of Staithes for the benefit of our community, local groups and our national and international visitors.</b>   |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | <b>As a charity in England our organisation has purposes which are exclusively charitable for the public benefit. We carry out these purposes for the public benefit when we run our charity and report on this in our trustees' annual report.</b> |

### 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      | We recognise the positive contribution our volunteers make to ensure the museum goes from strength to strength. Their dedication is very much appreciated by all the trustees. |
| Other  |                |  |

## 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      | <p>In 2024 the museum was successful in the following areas.</p> <ul style="list-style-type: none"> <li>• Employed 2 members of staff..</li> <li>• Increased the number of visitors per year to 32,000.</li> <li>• Sought funding which enabled us to purchase a MODES Museum Collection System..</li> <li>• Made good progress working towards The National Standards for Museum accreditation.</li> <li>• Recruited some new volunteers.</li> <li>• Held 4 successful networking meetings for Trustees and Volunteers.</li> </ul> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| 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 | In 2024 our Income was £80,907 and expenditure £66,083 Giving an overall profit of £14,824. £10,000 of this was transferred into a Lloyds Savings account for reserves. |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | We do not have a policy for holding reserves, but trustees have agreed to work towards a reserve that covers 6 months running costs.                                    |
| Amount of reserves held  | Para 1.22 | Currently £10,000 in reserves savings account.  |
| Reasons for holding zero reserves  | Para 1.22 | Not applicable.   |
| Details of fund materially in deficit  | Para 1.24 | Not applicable  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None.   |

### 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 | Donations, grants and shop sales. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |                                   |
| A description of the principal risks facing the charity                         | Para 1.46 |                                   |
| Other   |           |                                   |

## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           |  |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | Charity constitution.  |
| How is the charity constituted?<br>(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 | Interest from person with skills and experience that would benefit charity with trustees' full agreement for any new 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 | New policies being written to comply with Museum accreditation.  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 | We are starting to network with local museums and we are receiving support from the Museum Development |
| Other   |           |  |

## Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | The Staithes Museum and Heritage Trust  |
| Other name the charity uses | N/A   |
| Registered charity number   | 1188348   |
| Charity's principal address | The Staithes Museum and Heritage Trust,<br>High Street,<br>Staithes,<br>North Yorkshire<br>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 Linley     | Chair           | 2019                              |   |
| 2  | Caroline Hawley  | Trustee         | 2019                              |   |
| 3  | Colin Pyrah      | Trustee         | 2020                              |   |
| 4  | David Milnes     | Trustee         | 2019                              |   |
| 5  | Jackie Ambrosini | Trustee         | 2023                              |   |
| 6  | Ray Williams     | Trustee         | 2023                              |   |
| 7  | Val Lake         | Trustee         | 2021                              |   |
| 8  |                  |                 |                                   |   |
| 9  |                  |                 |                                   |   |
| 10 |                  |                 |                                   |   |
| 11 |                  |                 |                                   |   |
| 12 |                  |                 |                                   |   |
| 13 |                  |                 |                                   |   |
| 14 |                  |                 |                                   |   |
| 15 |                  |                 |                                   |   |
| 16 |                  |                 |                                   |   |
| 17 |                  |                 |                                   |   |
| 18 |                  |                 |                                   |   |
| 19 |                  |                 |                                   |   |
| 20 |                  |                 |                                   |   |

**Corporate trustees – names of the directors at the date the report was approved**

| Director name |  |  |
|---------------|--|--|
| None          |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

**Name of trustees holding title to property belonging to the charity**

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
| None         |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

## 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 | None |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | None |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

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

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

## Other optional information

|  |
|--|
|  |
|--|

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

V Lake

Full name(s)

Valerie Lake

Position (eg Secretary,  
Chair, etc)

Trustee

Date

2<sup>nd</sup> August 2025

Staithes Museum and Heritage Trust

Year ended 31 December 2024

Income

|               | CashSales       | Card Sales       | Cash Donations  | Card Donations  | Charities Trust  | Rent            | Other Income  | Gift Aid Tax    | Grants           | Totals           |
|---------------|-----------------|------------------|-----------------|-----------------|------------------|-----------------|---------------|-----------------|------------------|------------------|
|               | £               | £                | £               | £               | £                | £               | £             |                 |                  | £                |
| Jan-24        | 248.25          | 819.30           | 320.00          | 633.71          | 392.35           | 310.00          | 4.82          |                 |                  | 2,728.43         |
| Feb-24        | 283.70          | 962.90           | 395.00          | 4.75            | 452.67           | 360.00          |               |                 |                  | 2,459.02         |
| Mar-24        | 417.90          | 1,615.90         | 583.30          | 5.00            | 475.00           | 400.00          |               |                 | 3,582.78         | 7,079.88         |
| Apr-24        | 886.45          | 1,429.29         | 692.85          | 34.50           | 970.90           | 400.00          |               | 2,496.42        |                  | 6,910.41         |
| May-24        | 801.30          | 2,623.19         | 826.05          | 74.10           | 644.10           | 400.00          | 28.92         |                 | 250.00           | 5,647.66         |
| Jun-24        | 1,133.80        | 2,518.53         | 1,072.50        | 10.00           | 850.95           | 500.00          | 7.23          |                 | 3,000.00         | 9,093.01         |
| Jul-24        | 914.14          | 2,596.94         | 1,229.60        | 102.00          | 1,165.89         | 400.00          |               |                 |                  | 6,408.57         |
| Aug-24        | 1,339.80        | 3,478.77         | 1,027.50        | 314.55          | 1,317.65         | 480.00          |               |                 | 1,560.60         | 9,518.87         |
| Sep-24        | 1,563.10        | 4,224.95         | 1,332.00        | 35.05           | 1,738.74         | 600.00          |               |                 |                  | 9,493.84         |
| Oct-24        | 1,122.75        | 2,561.21         | 877.50          | 57.00           | 1,066.38         | 480.00          |               |                 |                  | 6,164.84         |
| Nov-24        | 609.89          | 2,734.28         | 664.50          | 106.00          | 994.65           | 480.00          | 41.86         |                 | 1,191.40         | 6,822.58         |
| Dec-24        | 319.10          | 1,341.13         | 446.40          | 20.00           | 625.10           | 300.00          | 28.43         |                 | 5,500.00         | 8,580.16         |
| <b>Totals</b> | <b>9,640.18</b> | <b>26,906.39</b> | <b>9,467.20</b> | <b>1,396.66</b> | <b>10,694.38</b> | <b>5,110.00</b> | <b>111.26</b> | <b>2,496.42</b> | <b>15,084.78</b> | <b>80,907.27</b> |



## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE STAITHES MUSEUM AND HERITAGE TRUST

I report to the Trustees on my examination of the accounts of The Staithes Museum and Heritage Trust for the year ended 31 December 2024.

#### Responsibilities and basis of this report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

#### Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Patricia A Daniels  
Chartered Tax Advisor

Positive Tax Solutions LLP  
134 Ritherdon Road  
London  
SW17 8QQ

Date of report 1st July 2025