



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 5.4.2023

Period start date To 4.4.2024

Period end date

Charity name: Newtown Textile Museum

Charity registration number: 1188651

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO shall be to promote the education of the public by the provision of a museum for the exhibition of items of antiquarian, educational, historical or local interest including those associated with the textile industry.
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	Preserving the building within which the Museum is housed is a key objective. The 1830s original hand loom weaving factory is the last one remaining in a near original state from the time that Newtown was the centre in Wales for hand-loom weaving. It therefore forms an important part of Newtown's industrial heritage. The Museum has interpreted its remit for its displays as focusing on three specific areas: wool and textiles; the experience of living and working in the Museum building; and the industrial heritage of Newtown. It is open to the public for 4 days a week from the beginning of May until the end of September. No charges are made but donations are encouraged.
Statement confirming	Para 1.18	In managing what the Museum has to

whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit		offer, the Trustees take full regard of the guidance on public benefit.
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#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The NTM is not a grant-giving body.
Policy on social investment including program related investment	Para 1.38	The NTM has no investments.
Contribution made by volunteers	Para 1.36	The Museum is run entirely by volunteers. The total number fluctuates over time but between 20 and 30 people give their time voluntarily to help to keep the Museum open. Several of those involved commit considerable amounts of time to the Museum.
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>The major achievement for the Museum in 2023 was applying for, and being granted, full accreditation by the Welsh accrediting body. This indicates that we have reached the benchmarks of a well-run Museum. The Accreditation Panel congratulated the Museum for its strong application.</p> <p>The Museum was open to visitors for 4 days a week for the whole of the summer from May 2 until September 30 2023. In addition to normal visiting hours we were able to offer group tours and school visits as we had done pre-Covid. There were a total of 1152 visitors to the Museum including those who came as part of a group etc. This was 200 more than in 2022-3 but still not back to pre-Covid numbers.</p> <p>During the winter of 2023, with support from the Ashley Family Foundation and the Newtown Town Council, for which we were very grateful, we were able to upgrade our reception area to make a more welcoming entrance and to create a better space for the shop. This had a positive impact on our sales in 2024-5.</p> <p>Donations from our ongoing Friends scheme and visitors to the Museum totalled some £6,000 slightly more than in the previous year, showing the positive reaction from individuals to the continuance of the Museum.</p> <p>In addition to the permanent displays, there was a special exhibition which told the fascinating story of Amelia Ray.</p>

		<p>She took over the business when her husband died in the 1870s. A lucky find of a cache of her papers in the attic of her old premises, which was then carefully preserved by the late David Pugh, are now in the Museum. They enabled us to present some of the fascinating history of what people wore and how they lived, over 120 years ago.</p> <p>The Museum continued to develop ways in which it could offer greater understanding of what was involved in converting a fleece into flannel. A number of workshops offering an opportunity to try out a craft skill were organised but with variable attendance. The successful "Tapestry Tuesdays" for people, particularly children, to try their hand at weaving on a card were continued in the summer holidays and were very popular. Best of all was the introduction of a 'weaver in residence' from mid July to the beginning of September. Kay-Lee Davies, a graduate student from Carmarthen School of Art, worked on our (relatively) modern loom, three days a week for six weeks over the summer holidays. Our visitors greatly enjoyed watching and talking to Kay-Lee. It is hoped that this scheme will continue, with a graduate student from the School of Art coming every summer.</p>
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#### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against		<p>The comments we receive from visitors are overwhelmingly positive and meet our objectives of providing an</p>
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objectives set	Para 1.41	<p>interesting and enjoyable experience.</p> <p>The Museum is one of Trip Advisor's top attractions in Newtown with 5 stars. Thus, not only does the Museum provide interesting information to visitors but it is helping to attract visitors to Newtown.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Our visitor numbers and the income generated met the target we had set ourselves.</p> <p>Our aim is to meet day to day revenue costs from our income. Anything outside the day to day requires external funding. 2023-4 saw a number of successful applications:</p> <p>In March 2023 we were lucky enough to get a discretionary grant from the Welsh Government to- help the museum meet increases in the running costs. This gave us £4,000 for 2023-4.</p> <p>We obtained funds for two consultancies in the second half of 2023; One, through Catalyst Cymru, to help us improve our marketing; and a second from AIM Higher to help us explore whether paid support would be helpful to us, and how we might obtain it. While helpful, neither of these consultancies were able to solve our problems in the short term.</p> <p>Two other applications were also successful at the end of 2023 and the beginning of 2024 which have borne fruit in the summer of 2024.</p> <p>One from the Group for Education in Museums (GEM) found us a Learning Mentor, and gave us a small grant, to provide advice and guidance to assist the Museum to develop relationships</p>

		<p>with local schools. This has proved to be enormously helpful.</p> <p>The second application was for funds from Powys County Council's Shared Prosperity Funds to make a bi-lingual video of a tour of the Museum. This will enable those people who cannot go upstairs, or those unable to visit Newtown, to get a feel for what the Museum is offering. (Given the age of the building, it has not been possible to fit a lift). The film is being made in mid 2024.</p>
Investment performance against objectives	Para 1.41	Not applicable.
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Museum remained a going concern at the end of this period, and should remain so for the foreseeable future. Like all small Museums we face increased costs which have been factored into our budgets.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy for holding reserves is to have enough cash reserve to allow for any emergency building work to the Museum, and also to hold a resilience fund to allow for two years of closure due to any unforeseen event eg

		another COVID outbreak.
Amount of reserves held	Para 1.22	£3,000 for any emergency building work, and £3,000 for one year of unforeseen Museum closure.
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	No deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties.

### **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	Key funding sources are donations from visitors to the Museum together with Friends of the Museum who supply together the majority of the funding. Also Gift Aid on relevant donations from the Inland Revenue and profits from a small shop within the Museum. In addition, grants are received for specific non revenue purposes. This enables the Museum to meet its objectives as set out in section Objectives and Activities of this Report.
Investment policy and objectives including any social investment policy adopted	Para 1.46	No investments. The Trust attempts to ensure that its electricity supply is as "Green" as possible and also to use local suppliers wherever possible.
A description of the		The main problems facing the Museum at the present time are the difficulty of recruiting enough volunteers to be open for four days a week and to manage

principal risks facing the charity	Para 1.46	the succession for the Trust Chair and Trustees; and members of the Management Committee. Managing the inflation costs, particularly energy costs, was also of major concern in 2023-4. These were mitigated by the Welsh Government grant (as above). .
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document  (trust deed, royal charter)	Para 1.25	CIO – Foundation, registered 19 March 2020. CC number1188651
How is the charity constituted?  (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	The Constitution does not specify how Trustees are selected. In seeking new or additional Trustees the existing trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. Every trustee must be appointed by a resolution passed at a properly convened meeting of the charity 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	We have adopted the Charities Commission standard for inducting and training new Trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Trust has a Board of Trustees and a Management Committee. The Trustees take responsibility for the strategic direction of the Museum including ensuring it is solvent, and delivering on its charitable purpose. They also provide collective leadership in support of the Museum's charitable objectives.</p> <p>The Management Committee is responsible for the day to day management of the Museum. There is no wider network.</p>
Relationship with any related parties	Para 1.51	No paid employees. No related parties.
Other		

#### Reference and Administrative details

Charity name	Newtown Textile Museum
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Other name the charity uses	-
Registered charity number	1188651
Charity's principal address	5-7 Commercial Street Newtown Powys SY16 2BL

**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	Janet Lewis	Chair		
	2	Norman Davies	Treasurer		
	3	John Evans	Curator, ex officio		
	4	Chris Tomley			
	5	Carrie Canham			
	6	Penny Foreman		Resigned 12 November 2021	
	7	Katherine Keatley		Appointed 12 November 2021	
	8	Daniel Brawn			

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

<b>Director name</b>		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
(No one individual/s)		

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	None held.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	

Details of arrangements for safe custody and segregation of such assets from the charity's own assets	
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#### Additional information (optional)

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

	Type of adviser	Name	Address
	Mentor	Alex Turrell	Powis Castle and Garden, Welshpool, Powys SY21 8RF
	Name of chief executive or names of senior staff members (Optional information)		
	No staff employed.		

#### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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#### Other optional information

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#### Declarations

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

#### Signed on behalf of the charity's trustees

	Signature(s)	J. Lewis	N. Davies
	Full name(s)	JANET LEWIS	NORMAN DAVIES


Position (eg Secretary,  
Chair, etc)

Chair
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Treasurer
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Date

November 1 2024
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## **ACCOUNTS FOR NEWTOWN TEXTILE MUSEUM TRUST 2023-2024 FINANCIAL YEAR**

**5<sup>TH</sup> APRIL 2023 TO 4<sup>TH</sup> APRIL 2024**

**Newtown Textile Museum**

**5-7 Commercial Street**

**Newtown**

**Powys SY16 2BL**

**[www. Newtowntextilemuseum.co.uk](http://www.Newtowntextilemuseum.co.uk)**

**email: [admin@newtowntextilemuseum.co.uk](mailto:admin@newtowntextilemuseum.co.uk)**

**A Charitable Incorporated Organisation Charity Commission number 1188651.**

**Note:** The Museum is entirely run by volunteers and has no paid staff. It is not a limited company but a CIO and adheres to Charity Commission and Inland Revenue regulations and guidance for income, expenditure, and financial regulation relevant to a CIO, and is controlled by a Board of Trustees.

### **Accounts Contain:**

- 1. Income and Expenditure account 23-24**
- 2. Notes to the I&E accounts 23-24**
- 3. Grants received and grants expenditure 23-24**
- 4. Consolidated I&E account and bank reconciliation 23-24**
- 5. Balance Sheet at 4<sup>th</sup> April 2024.**

# 1. INCOME AND EXPENDITURE – NEWTOWN TEXTILE MUSEUM TRUST 2023-24

5<sup>th</sup> APRIL 2023 TO 4<sup>th</sup> APRIL 2024

(2022-2023)

Expenditure		£	£	
Utilities	Electricity (Note 1)	4,034.13		
	Water	240.62		
	Telephone/Broadband	<u>830.38</u>		
			5,105.13	(3,503.54)
Building	Cleaning	280.00		
	Alarms	384.00		
	Maintenance	800.00		
	Lighting (Note 2)	3,478.20		
	Reception Improvement (Note 3)	<u>2,080.00</u>		
	(Note 4)		7,022.20	(1,994.28)
Legal	Insurance	1,332.13		
	ICI Fees	<u>40.00</u>		
			1,372.13	(1,323.59)
Marketing	Subscriptions	126.00		
	General Marketing (Note 5)	2,308.40		
	Banners, flags	<u>230.00</u>		
			2,664.40	(1,767.79)
Collection	Collections and displays (N6)		385.96	( 959.95)
Student	Resident Weaver (Note 7)		2,545.49	( 0 )
Cost of Sales	Cost of Sales (Note 8)		2,271.46	(1,271.80)
Miscellaneous	Consumables	200.21		
	Training/Admin	695.00		
	Oral History Project (Note 9)	0		
	Bank charges	59.40		
	Cost of events/materials	430.41		
	Miscellaneous	<u>37.70</u>		
	(Note 9)		<u>1,422.72</u>	<u>(4,989.66)</u>
TOTAL OPERATING EXPENDITURE 2023-24			£22,789.49	(15,910.63)

(Note 10)

Income	£	£	(2022-23)
Donation at Museum (Note 11)		2,412.18	(2,168.57)
Friends & General Donations (Note 12)		3,500.00	(2,196.01)
Tours and Talks	195.00		
Events at Museum	<u>557.65</u>		
		752.65	(736.40)
Online Sales	107.31		
Shop sales at Museum	<u>2,332.50</u>		
		2,439.81	(1,828.25)
HMRC Gift Aid		<u>904.28</u>	<u>(791.90)</u>
-			
<b>TOTAL OPERATING INCOME 2023-24</b>		<b>£10,008.92</b>	<b>(7,721.13)</b>
+Grants c/f from 22-23 spent in 23-24	2,690.00		-
+Spent from Grants received in 23-24	<u>6,890.57</u>		
(Note 13)		<u>£9,580.57</u>	<u>(4,490.00)</u>
<b>TOTAL INCOME USED IN 2023-24</b>		<b><u>£19,589.49</u></b>	<b>(12,211.13)</b>
(Note 14)			
<b>OVERALL, I &amp; E FOR 2023-24:</b>			
Expenditure	<b>£22,789.49</b>		
Less income	<b><u>£19,589.49</u></b>		
			-
<b><u>Excess of expenditure over income 2023-24</u></b>		<b><u>£3,200.00</u></b>	<b><u>(£3,699.50)</u></b>
(Note 15)			



## 2. NOTES TO THE INCOME AND EXPENDITURE ACCOUNT

Note 1 – The price of electricity increased to its maximum extent at the start of the financial year, at the same time as previous Government business price limitations came to an end. We have negotiated a new fixed price agreement: this came into effect during the 23-24 financial year, and should lead to a reduction of some £1,500 per annum for 2024-25.

Note 2 – When the reconstruction of the reception area of the Museum took place in the winter of 23-24, it was revealed that the lighting would need to be updated in the whole of the Museum. This led to the payments shown of over £3,000. Having now completed this exercise; it is hoped that such a large expenditure will be avoided in future years.

Note 3 – The remaining reception improvements were completed and paid for in the 23-24 year, and were covered by a grant from the previous year.

Note 4 - The Museum contents and alarms systems were reviewed for the insurance quote.

Note 5 – This represents an increase due to delayed payments from the previous year, and printing a new batch of leaflets.

Note 6 – A reduction in the costs for collections and displays due to a lower volume of new items.

Note 7 – A student resident weaver was given a bursary and associated expenses for the summer college holiday period to provide a useful attraction for the Museum, but no grants were available hence the gross cost shown falling directly on to the Museum. A grant for the full cost will be made available in the 2024-25 financial year.

Note 8 – Cost of sales increased due to both an increase in total sales compared to the previous year, and stock purchases of smaller items to be sold over time in the Museum shop.

Note 9 – The reduction in spend in this area was due to no spend on the oral history project during 23-24, and similar reductions in the training/strategy which was completed in 23-24.

Note 10 – In overall terms, the major differences in spend compared to the 22-23 year were: reduction in miscellaneous spend; increases in spend on sales items, resident weaver, electricity, lighting renewal, marketing, and building maintenance.

Note 11 – The figure for Museum donations represents those by cash (85%) and card (15%). The Friends and other donations figure include a one-off donation of £1,000 from the Llandinam History Society.

Note 12 – The shop sales in the Museum show a healthy increase over the previous year. Sales are represented by 37% cash and 63% card.

Note 13 – The increase in operating income was largely due to an increase in donations both at the Museum and via the Friends scheme, together with increase shop receipts.

Note 14 – This figure is made up from the use of £2,690 of grants carried forward from 22-23, plus £6,890.57 of the revenue grant received from the Welsh Government during 23-24.

Note 15 – The figure for excess of expenditure over income was kept at an artificially low level thanks to the revenue grant noted in Note 13, and detailed in the next section of these accounts.

**The Museum remains a going concern and has sufficient revenue reserve to overcome even a complete one-year closure if the worst should happen in 2024 (as it did in 2020/21). However, the Museum relies on increasing income and taking every available step to reduce expenditure in order to remain open for future years after 2025.**

### 3. GRANTS INCOME AND GRANTS EXPENDITURE ACCOUNT FOR 2023-2024 YEAR

Purpose of Grant	B/F unspent from 2022-23 £	Received 2023-24 £	Spent 2023-24 £	C/F unspent to 2024-25 £
Building Work	2,000.00	0	2,000.00	0
Vision Strategy	690.00	0	690.00	0
Oral History Project	2,200.00	0	0	2,200.00
Revenue grants	0	9,000.00	6,890.57	2,109.43
Education	0	750.00	0	750.00
Banners (WCVA)	0	205.00	0	205.00
<b>TOTAL GRANTS</b>	<b>4,890.00</b>	<b>9,955.00</b>	<b>9,580.57</b>	<b>5,264.43</b>

The following organisations have kindly donated the funds noted in the Grants Account as spent during 2023-24, and are thanked for their contributions:

Building Work – The Ashley Foundation, and Newtown Town Council

Vision Strategy – Federation of Museums and Galleries Wales

Commission Fund Wales – Oral History Project

Revenue - The Government of Wales

Education – GEM

Banners – Welsh Council of Voluntary Associations

#### 4. CONSOLIDATED I & E ACCOUNT FOR NEWTOWN TEXTILE MUSEUM TRUST 2023-2024

##### Expenditure for 2023-24:

From I&E account	22,789.49	
		<b>£22,789.49</b>

##### Income for 2023-24:

From I&E account	19,589.49	
		<b>£19,589.49</b>

<b>Net expenditure for year</b>		<b><u>£3,200.00</u></b>
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##### Bank reconciliation:

##### Opening Balance 5/4/23

NatWest account	11,243.39	
HSBC account	5,615.23	
		<b>16,858.62</b>

Less net expenditure (from I&E)		3,200.00
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<b><u>Closing Balance 5/4/24</u></b>		<b><u>£13,658.62***</u></b>
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The closing balance is held in the NatWest account £12,577.13 + HSBC account £1,774.11.

Note: during the financial year £5,000.00 was transferred from the HSBC account to the NatWest account. The final closure of the HSBC account should take place in 2024.

\*\*\* Of this closing balance of £13,658.32:

Specific allocated Grant funds	3,155.00	
Buildings maintenance fund	3,000.00	
		<b>£6,155.00</b>

<b>Available Museum general revenue funds at 5<sup>th</sup> April 2024</b>		<b>£ 7,503.62</b>
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	Notes		(2022-23)
<b>FIXED ASSETS</b>			
Buildings 5-7 Commercial Street used entirely as Museum premises	1	325,000	(275,000)
Contents of Museum including displays	2	<u>19,000</u>	<u>(17,509)</u>
		344,000	(292,509)
<b>CURRENT ASSETS</b>			
Debtors	3	140	
Cash at bank and in hand	4	13,659	
Stock for shop	5	<u>650</u>	
		<u>14,449</u>	
<b>CREDITORS</b>			
Amounts falling due within one year	6	(140)	
<b>NET CURRENT ASSETS</b>		<b><u>358,309</u></b>	
<b>FUNDS</b>			
Unrestricted funds	7	10,504	
Restricted funds	8	347,805	
<b>TOTAL FUNDS</b>			<b><u>358,309</u></b>

#### Notes to the Balance Sheet

1. Figure is estimated sale value
2. Figure is that used for the insurance valuation.
3. Small debtors due on 4<sup>th</sup> April 2024.
4. Detailed in section 3 of these accounts.
5. Resale value of stock shop as at 4<sup>th</sup> April 2024.
6. Payment due to supplier not able to trace.
7. Held at bank £10,504.
8. Property £325,000 + asset value museum contents £19,000 + shop stock £650 + restricted grants £3,155.

**Norman Davies     Treasurer, Newtown Textile Museum**  
**10<sup>th</sup> August 2024**

**Approved by the Newtown Textile Museum Trustees on 30<sup>th</sup> August 2024.**

**ND/23-24ac**