



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date **01-04-2023** To Period end date **31-03-2024**

Charity name: **Redditch Local History Museum**

Charity registration number: **119116**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To collect, store, preserve and display artefacts for the general public and other organisations from within the Redditch area, to build up the profile of the town of Redditch and to instil a sense of pride in the people who live within the town and surrounding area. To raise funds from organised events i.e.: visits from local clubs and groups.
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	Events held throughout the year have included a Ghost Walk for Halloween. On Carnival Day we have an open day and ask for donations instead of an entrance fee. This seems to work in our favour by raising more money and encouraging more people to come and explore the museum. It is hoped to identify more potential donors and sponsors in the coming year. Visits by local Scout and Beaver groups. Outreach Programme which visits various organisations and collects memories of old Redditch for the benefit of future generations. Attendance at several indoor and outdoor displays, mainly in collaboration with Redditch Library.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regards to the guidance issued by the Charity Commission on Public Benefit.

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	
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	Building a solid base of volunteers, each bringing their own skills to the running of the museum. Whether it is interacting with the general public at the front of house. Answering questions to the best of their knowledge and ability. Working within the archives, repairing, restoring or preserving artefacts. Setting up new displays within the gallery. All these skills and more when joined together make the museum the centre for raising the profile and pride in our to

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	We confirm that the museum is solvent and endeavour to keep costs under control. We are in a healthy financial position. The balance sheet shows total bank funds at the end of the year as £46,264 including restricted funds of £22,708.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held for future spending within various grants.
Amount of reserves held	Para 1.22	£58,690
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	It has become more and more difficult to raise funds within the present economic situation. Fresh ideas are needed to approach general fundraising. There is also a need to attract more volunteers to keep the museum going forward.

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	Entrance fees. Retail sales i.e.: books and promotional items. Donations from individuals and local industries. Applied grants.
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	General cost of living rises. IE: utility bills etc and the effect it has had on the general public not having any spare finance. The lack of new people to replace retiring and leaving volunteers.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Museum Constitution
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	Trustees appointed by interview with reference to management potential, experience and skills. But most of all the desire to preserve the heritage and history of the town for the people of Redditch. Final appointment must be agreed by all serving 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	
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	
Other		

Reference and Administrative details

Charity name	The Redditch Local History Museum
Other name the charity uses	None
Registered charity number	1191166
Charity's principal address	5 Market Place, Redditch, Worcestershire, B98 8AA

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	Malcolm Hicks	Chair		
2	June Strong	Trustee		
3	Martyn Curry	Trustee		
4	Peter Brough	Trustee		
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Artefacts donated on loan
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	The Redditch Local History Museum. To collect, catalogue, store and display those artefacts as seen fit.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Items recorded on acceptance. Either as a donation/gift, or on loan. Complete paperwork and computer records as appropriate.

Additional information (optional)

Names and addresses of advisers (Optional information)		
Type of adviser	Name	Address
Accountant	Hayward Wright Ltd	4 Clews Road, Redditch, B98 7ST
Name of chief executive or names of senior staff members (Optional information)		

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)	<i>June Strong</i>	
Full name(s)	June Strong	
Position (eg Secretary, Chair, etc)	Trustee	
Date	20 / 04 / 2026	



CHARITY COMMISSION
FOR ENGLAND AND WALES

THE REDDITCH LOCAL HISTORY MUSEUM

1191166

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Admissions	1,105	-	-	1,105	1,864
Sales	1,705	-	-	1,705	3,055
Donations	3,273	-	-	3,273	5,521
Other	1,592	-	-	1,592	1,003
Grants					
WCC Cnclrs' Fund	500	500	-	1,000	-
HLF		1,750	-	1,750	7,000
Sub total (Gross income for AR)	8,175	2,250	-	10,425	18,443
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,175	2,250	-	10,425	18,443
A3 Payments					
Premises Decoration & Repair	647	-	-	647	355
Domestic & Consumables	695	-	-	695	1,352
Premises Fixed Costs	4,463	-	-	4,463	2,793
Utilities & Services	2,197	-	-	2,197	1,072
Promotion & Cost of Sales	1,542	-	-	1,542	2,881
Museum Exhibits & Displays	116	-	-	116	920
Expenses	458	-	-	458	1,579
Fees & Professional Services	1,316	-	-	1,316	914
Unauthorised Expenditure	693	-	-	693	824
Arts Fund	-	362	-	362	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	12,127	362	-	12,489	12,690
A4 Asset and investment purchases					
Asset and Investment Purchases	1,874	-	-	1,874	2,090
Sub total	1,874	-	-	1,874	2,090
Total payments	14,000	362	-	14,363	14,780
Net of receipts/(payments)	- 5,825	1,888	-	- 3,937	3,663
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	50,201	-	-	50,201	46,538
Cash funds this year end	44,376	1,888	-	46,264	50,201

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	23,392	22,708	-
	Cash in Hand	165	-	-
	Total cash funds		23,557	22,708
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-	-
	Details	Unrestricted funds	Restricted funds	Current value (optional)
B4 Assets retained for the charity's own use	Access and Display Facilities	-	1,817	1,817
	Record copying & Storage Facilities	-	6,405	6,405
	Exhibits & Displays	480	882	1,362
	Furniture & Fittings	1,734	-	1,734
	Computer equipment	1,874	-	1,874
	Details	Unrestricted funds	Restricted funds	When due (optional)
B5 Liabilities	Supplier Invoices not yet paid	766	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>June Strong</i>	June Strong	20 / 04 / 2026	

Redditch Local History Museum

Hayward Wright Ltd
4 Clews Road
Redditch
Worcestershire
B98 7ST

Dear Sirs,

Letter of Representation

We confirm that the following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of the supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you in connection with your report on the financial statements of the company for the year ended 31st March 2024:

1. We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK and Ireland) and that you do not express an audit opinion.
2. We confirm that the company was entitled to exemption under section 477 of the Companies Act 2006 from the requirement to have its financial statements for the financial year audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Companies Act 2006.
3. We acknowledge as directors our responsibility for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 to 396 of the Companies Act 2006, and which otherwise comply with the requirements of that Act and regulations made under it relating to financial statements, so far as applicable to the company. All the accounting records have been made available to you and all transactions undertaken by the company have been properly reflected in those accounting records. All records and related information, including the minutes of the directors' and shareholders' meetings have been made available to you.
4. We confirm that we have maintained adequate accounting records, as required by the Companies Act 2006.
5. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
6. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.
7. There were no contingent liabilities at the balance sheet date.
8. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with the requirements of company law or accounting standards.
9. As directors, we have considered the financial position of the company. We believe that the company's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the company's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the company's ability to continue as a going concern need to be made in the financial statements.
10. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Yours faithfully

June Strong





Signed on behalf of the board of Trustees

20 / 04 / 2026

Date.....

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