

THE FRIENDS OF ARUNDEL MUSEUM

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED
31 DECEMBER 2024

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**THE FRIENDS OF ARUNDEL MUSEUM
DIRECTORS' AND TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDING 31 DECEMBER 2024**

The Trustees present their report with financial statements of the charity for the year ended 31 December 2023. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in July 2014.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity registration number 1191263

Contact address: The Arundel Museum, Mill Road, Arundel, West Sussex BN18 9PA

TRUSTEES

The Trustees in office during the year were:

M Webb

M Heathcote

D Shilston

S Glenister

J Mitchell

S Stocker

J Thompson

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its Constitution of a Charitable Incorporated Organisation document, and constitutes a Charitable incorporated organisation.

Recruitment and appointment of new trustees

As set out in the Constitution the trustees shall elect from their number such of them to act as officers of the charity being the chairman, deputy chairman, secretary and treasurer of the charity. At each subsequent annual general meeting one-third of the trustees or, if their number is not three or a multiple of three, the number nearest to one-third, must retire from office. If there is only one trustee he or she must retire. A retiring trustee may offer themselves for re-election.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**THE FRIENDS OF ARUNDEL MUSEUM
DIRECTORS' AND TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDING 31 DECEMBER 2024**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are specifically restricted to the establishment, maintenance and improvement of a museum and heritage centre in the town of Arundel in the county of West Sussex, for the education of the inhabitants of and visitors to the town of Arundel and the surrounding area, and thereby promote interest in:

1. the past, present and future of Arundel and surrounding district
2. its geological and archaeological origins
3. its political, religious and social history, and
4. its agricultural, industrial and cultural development.

The trustees have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the guidance published by the Charity Commission.

Significant activities

The museum held various fund-raising activities which were run by our team of volunteers.

Volunteers

Our charity is actively involved with the local community and relies on voluntary help. Around 90 volunteers assist with the Events run by the Friends of Arundel Museum.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

The Museum runs guided tours, children's activities and evening and lunchtime talks in the Jubilee Room of the Arundel Museum.

The Friends organised the Museum's 10th Anniversary Celebration (by kind permission of the Duke of Norfolk) which was held on the Lower Lawns at Arundel Castle.

In 2024, there will be a 60th Anniversary Celebration (when the first Arundel Museum opened under the Town Hall). This event will be held in the Collector Earl's Garden in September, by kind permission of the Duke of Norfolk.

Fundraising activities

The Friends of Arundel Museum received several generous donations from members and supporters. We are grateful to all those people and institutions who donated money to the Friends of Arundel Museum.

Signed behalf of and approved by the Board of Trustees:



M B J Heathcote
Trustee

Dated
21 May 2025

THE FRIENDS OF ARUNDEL MUSEUM
STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDING 31 DECEMBER 2024

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		16,882	-	16,882	15,917
Activities for generating funds	2	1,411	-	1,411	5,167
Investment income	3	-	-	-	-
Incoming resources from charitable activities					
Rent		-	-	-	-
Other incoming resources					
Development costs		-	-	-	-
Total incoming resources		18,293	-	18,293	21,084
RESOURCES EXPENDED					
Costs of generating funds		-	-	-	-
Charitable activities	6	18,293	-	18,293	21,084
Governance costs	7	-	-	-	-
Other resources expended	8	-	-	-	-
Total resources expended		18,293	-	18,293	21,084
Net incoming resources before transfers		-	-	-	-
Gross transfers between funds		-	-	-	-
NET INCOME (EXPENDITURE) FOR THE YEAR		-	-	-	-
RECONCILIATION OF FUNDS					
Total funds brought forward		-	-	-	-
Total funds carried forward		£0	£0	£0	£0

THE FRIENDS OF ARUNDEL MUSEUM
BALANCE SHEET AS AT 31 DECEMBER 2024

	Note	2024	2023
FIXED ASSETS			
Tangible assets	10	-	-
Investments	11	-	-
		<u>-</u>	<u>-</u>
CURRENT ASSETS			
Debtors	12	-	-
Cash at bank and in hand		2,843	2,843
		<u>2,843</u>	<u>2,843</u>
CREDITORS: amounts falling due within one year			
	13	<u>-652</u>	<u>-2,843</u>
NET CURRENT ASSETS		<u>2,191</u>	<u>-</u>
NET ASSETS		<u>2,191</u>	<u>-</u>
THE FUNDS OF THE CHARITY			
Restricted income funds	14	-	-
Unrestricted income funds		-	-
TOTAL CHARITY FUNDS	15	<u>-</u>	<u>-</u>

The accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities.

For the financial year ended 31 December 2024 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 and for preparing accounts which 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 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Signed on behalf of
the Board of Trustees



MBJ Heathcote
Trustee

Dated
21 May 2025

THE FRIENDS OF ARUNDEL MUSEUM
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. PRINCIPAL ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Preparation of consolidated financial statements

The financial statements contain information about The Friends of Arundel Museum as an individual charity and do not contain consolidated financial information as the parent of a group. The charity has taken the option under Section 398 of the Companies Act 2006 not to prepare consolidated financial statements.

Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small company.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Costs of generating funds represent the costs of fundraising expenditure. Charitable activities includes the curatorial costs of the exhibition, as well as the administration costs of the charity. Governance costs are those costs that meet the constitutional and statutory requirements of the charity. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life:

Leasehold property	2% on cost
Furniture fixtures & fittings	10% on net book value
Office equipment	25% on net book value

No depreciation has been charged on freehold property, as in the trustees' opinion, the residual value is in excess of cost.

Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions below £500 are not capitalised.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

THE FRIENDS OF ARUNDEL MUSEUM
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

2. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Fundraising events	967	-	967	3,624
Art Sales	-	-	-	-
Room Hire	444	-	444	1,543
	<u>1,411</u>	<u>-</u>	<u>1,411</u>	<u>5,167</u>

3. INVESTMENT INCOME

Deposit account interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
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4. NET INCOMING (OUTGOING) RESOURCES

Net resources are stated after charging (crediting):

Depreciation - owned assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
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5. TRUSTEES' REMUNERATION AND BENEFITS

There was no trustee remuneration in the year ended 31 December 2024.

There were no trustee expenses paid for the year ended 31 December 2024.

THE FRIENDS OF ARUNDEL MUSEUM
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

6. RESOURCES EXPENDED - CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total Funds 2024	Total Funds 2023
Activities undertaken directly				
Curatorial and educational	240	-	240	-
Exhibitions & Events	1,130	-	1,130	-
Publicity	-	-	-	-
Services for members	1,650	-	1,650	1,650
Administration	-	-	-	-
IT & Software	101	-	101	91
Charitable donations	15,172	-	15,172	19,343
	<u>18,293</u>	<u>-</u>	<u>18,293</u>	<u>21,084</u>

7. RESOURCES EXPENDED - GOVERNANCE COSTS

AGM / Board meetings	-	-	-	-
Sundry expenses	-	-	-	-
Accountancy fees	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

8. RESOURCES EXPENDED - OTHER

Long leasehold amortisation	-	-	-	-
Depreciation - Fixtures	-	-	-	-
Depreciation - Office equipment	-	-	-	-
Surplus on disposal	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

THE FRIENDS OF ARUNDEL MUSEUM
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

10. TANGIBLE FIXED ASSETS	2024	2023
None	-	-
11. FIXED ASSET INVESTMENTS		
None	-	-
12. DEBTORS		
None	-	-
	-	-
13. CREDITORS: amounts falling due within one year		
Trade creditors	-	-
Other creditors - Arundel Museum Society	652	2,843
	652	2,843