



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From

01/04/2023 To

31/03/2024

Charity name: Felixstowe History and Museum Society

Charity registration number: 1196568

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public by the promotion, support and development of a Museum in Felixstowe.
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	<p>To share our collections by opening the Museum 4 days a week plus Bank Holidays. New local exhibits e.g. Port Room; temporary exhibits e.g. Anniversary of Felixstowe Floods 1953, Bikes of Yesteryear linking to Tour of Britain Cycle race in Felixstowe</p> <p>To run a café & shop to raise income & use of Beehive Café as a creative space for community workshops & events</p> <p>To further engage with our community through outreach e.g talks and displays; hosting community & school groups, & through our social media increasing followers to 2000.</p> <p>To undertake WI-FI cabling and installation of CCTV</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees believe the objectives and activities of the charity meet the guidance issued by the Charity Commission.

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 have about 20 volunteers supporting the museum in various roles during the season April to Nov- front of house, retail, exhibit champions, archive & collections. Volunteer hours exceed 1680hrs contributing savings of c£22,000 paid staff equivalent. In addition, a number of volunteers continue to support the Museum over the winter period in maintenance and new exhibit installation roles.
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 Museum is still recovering from Covid & people's reluctance to return to public places</p> <p>However the temporary & new exhibits encourage return visits & museum has increased footfall this year by 24%</p> <p>Exhibits that focused on local history and heritage like 1953 floods connect the community and promote a sense of pride and place</p> <p>Trial of joint tickets with Landguard Fort proved successful, increasing income for both venues whilst offering savings to the community</p> <p>Widening the reach of our collections through new initiatives and partnerships e.g. Curious Minds - a heritage and arts wellbeing programme supporting people living with long term, complex health needs. Funded by Suffolk County Council and Ipswich and East Suffolk Alliance. The Museum enabled creativity through conversation and photography inspired by our museum collection. Increasing participant confidence, reducing loneliness & isolation & time out from individual health worries.</p> <p>The introduction of the Beehive Café broadens our offer to both visitors at the Museum and visitors walking on Landguard Reserve who can also benefit from refreshments without paid access to the Museum.</p>

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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	<p>The charity has maintained a good level of reserves over the year and has avoided the need to impact the operational reserves</p> <p>Income has increased during the year and costs reduced. The major saving was in staffing costs with the previous “curator” replaced by an administrator in the short-term. It will be necessary to employ a “curator” in the future and arrangements are being made to both increase funds and look for grant opportunities to make this happen</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The operational reserve is held in an interest-bearing account. The Trustees intend this reserve to be £10,000 and will continue to increase this from its current value of £7,500
Amount of reserves held	Para 1.22	At the end of the reporting period there were reserves of £28,024
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	
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		

Reference and Administrative details

Charity name	Felixstowe History and Museum Society
Other name the charity uses	Felixstowe Museum
Registered charity number	1196598
Charity's principal address	Felixstowe Museum View Point Road Felixstowe IP11 3TW

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	Sharon Harkin	Chairman	Appointed 31/10/2023	
2	Kevin Sullivan	Hon. Treasurer	Appointed 01/10/2023	
3	Simon Harris			
4	Christopher Hilton			
5	Jayne Lindill			
6	Anthony Malster		Appointed 31/10/2023	
7	John Puxley			
8	David Gledhill		Resigned 31/10/2023	
9	Martin Walklate		Resigned 31/10/2023	
10				
11				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
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	Independent Trustees nominated, interviewed and voted on

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		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Dawn Johnson	5 Schneider Business Park, Felixstowe, IP11 3SS

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

Exemptions from disclosure


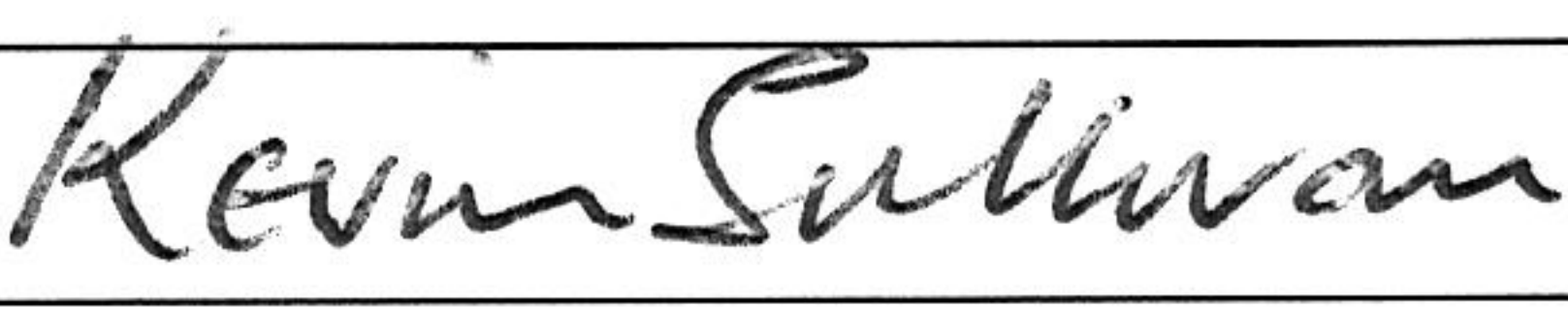
Reason for non-disclosure of key personnel details

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)		
Full name(s)	Sharon Harkin	Kevin Sullivan
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date



FELIXSTOWE HISTORY AND MUSEUM SOCIETY

Charity No. 1196598

Trustees' Report and Unaudited Accounts

31 March 2024

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FELIXSTOWE MUSEUM

The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1196598

Trustees

The following trustees served during the year:

D. Gledhill	(Resigned 31 October 2023)
S.M. Harkin	
S. Harris	
C. Hilton	
J. Lindill	
A.A. Malster	
J. Puxley	
K. Sullivan	
M. Walklate	(Resigned 31 October 2023)

Accountants

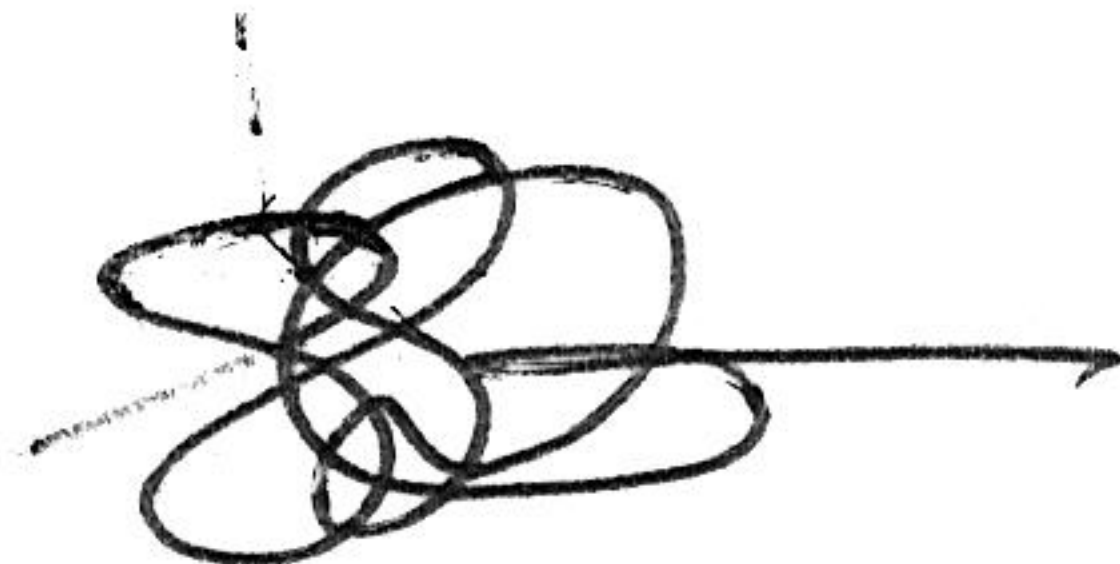
Account-Wryte Limited
5 Schneider Business Park
Felixstowe
Suffolk
IP11 3SS

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees



S.M. Harkin
Trustee
30 May 2025

Independent Examiner's Report to the trustees of FELIXSTOWE HISTORY AND MUSEUM SOCIETY

I report to the trustees on my examination of the financial statements of FELIXSTOWE HISTORY AND MUSEUM SOCIETY for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 can 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:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Dawn Johnson FMAAT
Account-Wryte Limited
5 Schneider Business Park
Felixstowe
Suffolk

IP11 3SS
30 May 2025

FELIXSTOWE HISTORY AND MUSEUM SOCIETY
Statement of Financial Activities
for the year ended 31 March 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
	Notes				
Income and endowments					
from:					
Donations and legacies	2	3,476	-	3,476	1,163
Charitable activities	3	14,566	-	14,566	12,581
Other trading activities	4	10,234	-	10,234	8,549
Investments	5	45	-	45	-
Other	6	251	900	1,151	1,994
Total		28,572	900	29,472	24,287
Expenditure on:					
Raising funds	7	3,283	-	3,283	6,472
Charitable activities	8	250	-	250	-
Other	9	24,393	168	24,561	32,534
Total		27,926	168	28,094	39,006
Net gains on investments		-	-	-	-
Net income/(expenditure)	10	646	732	1,378	(14,719)
Transfers between funds		-	-	-	-
Net income/(expenditure) before other gains/(losses)		646	732	1,378	(14,719)
Other gains and losses					
Net movement in funds		646	732	1,378	(14,719)
Reconciliation of funds:					
Total funds brought forward		26,475	-	26,475	41,194
Total funds carried forward		27,121	732	27,853	26,475

FELIXSTOWE HISTORY AND MUSEUM SOCIETY

Balance Sheet

at 31 March 2024

Charity No. 1196598

		2024	2023
		£	£
Fixed assets			
Tangible assets	12	4,020	-
		<u>4,020</u>	<u>-</u>
Current assets			
Debtors	13	1,503	-
Cash at bank and in hand		22,750	26,475
		<u>24,253</u>	<u>26,475</u>
Creditors: Amount falling due within one year	14	(420)	-
Net current assets		<u>23,833</u>	<u>26,475</u>
Total assets less current liabilities		<u>27,853</u>	<u>26,475</u>
Net assets excluding pension asset or liability		<u>27,853</u>	<u>26,475</u>
Total net assets		<u><u>27,853</u></u>	<u><u>26,475</u></u>
The funds of the charity			
Restricted funds	15		
Restricted income funds		732	-
		<u>732</u>	<u>-</u>
Unrestricted funds	15		
General funds		24,121	26,475
Designated funds		3,000	-
		<u>27,121</u>	<u>26,475</u>
Reserves	15		
Total funds		<u><u>27,853</u></u>	<u><u>26,475</u></u>

Approved by the trustees on 30 May 2025

And signed on their behalf by:



S.M. Harkin

Trustee

30 May 2025

1 Accounting policies**Basis of preparation**

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

Notes to the Accounts

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Office Equipment	25% Straight Line
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Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Notes to the Accounts

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period. Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred. All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Income from donations and legacies

	Unrestricted	Total 2024	Total 2023
	£	£	£
Donations	3,476	3,476	1,163
	<u>3,476</u>	<u>3,476</u>	<u>1,163</u>

3 Income from charitable activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
Admission to Museum	14,566	14,566	12,581
	<u>14,566</u>	<u>14,566</u>	<u>12,581</u>

4 Income from other trading activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
Gift Shop	3,935	3,935	2,267
Tea Room	2,882	2,882	2,377
Events	1,360	1,360	3,905
Arts Commission	2,057	2,057	-
	<u>10,234</u>	<u>10,234</u>	<u>8,549</u>

5 Income from investments

	Unrestricted	Total 2024	Total 2023
	£	£	£
Bank Interest	45	45	-
	<u>45</u>	<u>45</u>	<u>-</u>

6 Other income

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Grant Income	-	900	900	1,948
Membership Fees	230	-	230	46
Other Income	21	-	21	-
	<u>251</u>	<u>900</u>	<u>1,151</u>	<u>1,994</u>

Notes to the Accounts

7 Expenditure on raising funds

	Unrestricted	Total 2024	Total 2023
	£	£	£
<i>Fundraising trading costs</i>			
Gift Shop	599	599	4,196
Tea Room	-	-	369
Events	1,033	1,033	1,907
Arts Commission	1,651	1,651	-
	<u>3,283</u>	<u>3,283</u>	<u>6,472</u>

8 Expenditure on charitable activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
<i>Governance costs</i>			
Independent Examination	250	250	-
	<u>250</u>	<u>250</u>	<u>-</u>

9 Other expenditure

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Other Direct costs	644	-	644	-
Waste Disposal	1,448	-	1,448	-
Display and Curatorial	1,551	-	1,551	7,100
Card Processing Fees	271	-	271	222
Employee costs	16,529	-	16,529	20,963
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	382	168	550	-
General administrative costs	3,398	-	3,398	4,249
Legal and professional costs	170	-	170	-
	<u>24,393</u>	<u>168</u>	<u>24,561</u>	<u>32,534</u>

10 Net income/(expenditure) before transfers

	2024	2023
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	550	-

11 Staff costs

	2024	2023
Salaries and wages	15,000	20,544
	<u>15,000</u>	<u>20,544</u>

No employee received emoluments in excess of £60,000.

12 Tangible fixed assets

	Office Equipment	Total
	£	£
Cost or revaluation		
Additions	4,570	4,570
At 31 March 2024	<u>4,570</u>	<u>4,570</u>
Depreciation and impairment		
Depreciation charge for the year	550	550
At 31 March 2024	<u>550</u>	<u>550</u>
Net book values		
At 31 March 2024	<u>4,020</u>	<u>4,020</u>

13 Debtors

	2024	2023
	£	£
Other debtors	1,503	-
	<u>1,503</u>	<u>-</u>

14 Creditors:

amounts falling due within one year

	2024	2023
	£	£
Accruals	420	-
	<u>420</u>	<u>-</u>

15 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2024 £
Restricted funds:				
Restricted income funds:				
Archive Project	-	900	(168)	732
<i>Total</i>	-	900	(168)	732
Unrestricted funds:				
General funds	26,475	25,572	(27,926)	24,121
Designated funds:				
Gitsham Fund	-	3,000	-	3,000
<i>Total</i>	-	3,000	-	3,000
Total funds	26,475	29,472	(28,094)	27,853

Purposes and restrictions in relation to the funds:

Restricted funds:

Archive Project Maintain Museum Archives

Designated funds:

Gitsham Fund Bequest to be used at Trustees Discretion

16 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	3,291	729	4,020
Net current assets	23,833	-	23,833
	27,124	729	27,853

17 Reconciliation of net debt

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	26,475	(3,725)	22,750
	26,475	(3,725)	22,750
Net debt	26,475	(3,725)	22,750

FELIXSTOWE HISTORY AND MUSEUM SOCIETY

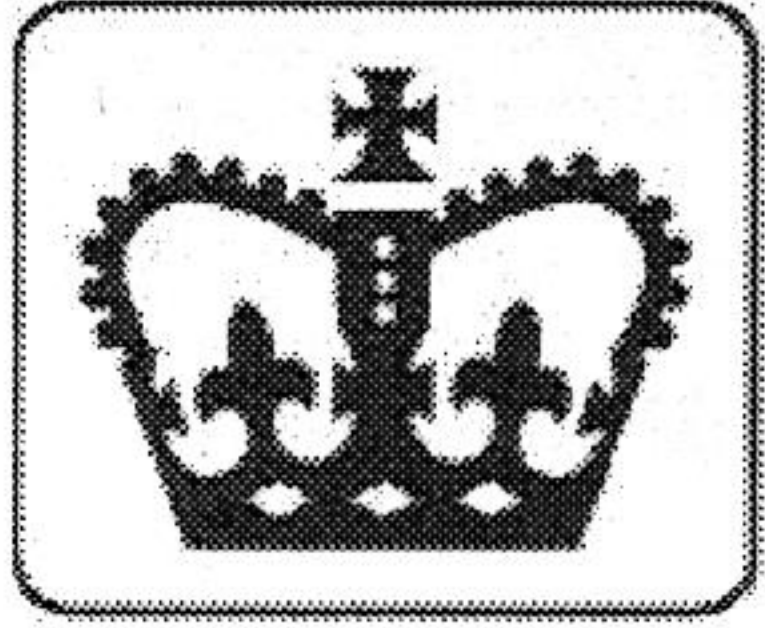
Detailed Statement of Financial Activities

for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:				
Donations and legacies				
Donations	3,476	-	3,476	1,163
	<u>3,476</u>	<u>-</u>	<u>3,476</u>	<u>1,163</u>
Charitable activities				
Admission to Museum	14,566	-	14,566	12,581
	<u>14,566</u>	<u>-</u>	<u>14,566</u>	<u>12,581</u>
Other trading activities				
Gift Shop	3,935	-	3,935	2,267
Tea Room	2,882	-	2,882	2,377
Events	1,360	-	1,360	3,905
Arts Commission	2,057	-	2,057	-
	<u>10,234</u>	<u>-</u>	<u>10,234</u>	<u>8,549</u>
Investments				
Bank Interest	45	-	45	-
	<u>45</u>	<u>-</u>	<u>45</u>	<u>-</u>
Other				
Grant Income	-	900	900	1,948
Membership Fees	230	-	230	46
Other Income	21	-	21	-
	<u>251</u>	<u>900</u>	<u>1,151</u>	<u>1,994</u>
Total income and endowments	28,572	900	29,472	24,287
Expenditure on:				
Costs of other trading activities				
Gift Shop	599	-	599	4,196
Tea Room	-	-	-	369
Events	1,033	-	1,033	1,907
Arts Commission	1,651	-	1,651	-
	<u>3,283</u>	<u>-</u>	<u>3,283</u>	<u>6,472</u>
Total of expenditure on raising funds	3,283	-	3,283	6,472
Governance costs				
Independent Examination	250	-	250	-
	<u>250</u>	<u>-</u>	<u>250</u>	<u>-</u>
Total of expenditure on charitable activities	250	-	250	-
Other expenditure				
Other Direct costs	644	-	644	-

FELIXSTOWE HISTORY AND MUSEUM SOCIETY
Detailed Statement of Financial Activities

Waste Disposal	1,448	-	1,448	-
Display and Curatorial	1,551	-	1,551	7,100
Card Processing Fees	271	-	271	222
	<u>3,914</u>	<u>-</u>	<u>3,914</u>	<u>7,322</u>
Employee costs				
Salaries/wages	15,000	-	15,000	20,544
Staff recruitment	576	-	576	-
Staff welfare	953	-	953	419
	<u>16,529</u>	<u>-</u>	<u>16,529</u>	<u>20,963</u>
General administrative costs, including depreciation and amortisation				
Depreciation of Office Equipment	382	168	550	-
Equipment repairs and maintenance	635	-	635	1,003
General insurances	980	-	980	948
Software, IT support and related costs	112	-	112	-
Subscriptions	395	-	395	168
Telephone, fax and broadband	1,276	-	1,276	2,130
	<u>3,780</u>	<u>168</u>	<u>3,948</u>	<u>4,249</u>
Legal and professional costs				
Accountancy and bookkeeping	170	-	170	-
	<u>170</u>	<u>-</u>	<u>170</u>	<u>-</u>
Total of expenditure of other costs	<u>24,393</u>	<u>168</u>	<u>24,561</u>	<u>32,534</u>
Total expenditure	<u>27,926</u>	<u>168</u>	<u>28,094</u>	<u>39,006</u>
Net gains on investments	-	-	-	-
	<u>646</u>	<u>732</u>	<u>1,378</u>	<u>(14,719)</u>
Net income/(expenditure)				
Net income/(expenditure) before other gains/(losses)	<u>646</u>	<u>732</u>	<u>1,378</u>	<u>(14,719)</u>
Other Gains	-	-	-	-
Net movement in funds	<u>646</u>	<u>732</u>	<u>1,378</u>	<u>(14,719)</u>
Reconciliation of funds:				
Total funds brought forward	26,475	-	26,475	41,194
Total funds carried forward	<u>27,121</u>	<u>732</u>	<u>27,853</u>	<u>26,475</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

FELIXSTOWE HISTORY AND MUSEUM SOCIETY

**On accounts for the year
ended**

31 MARCH 2024

**Charity no
(if any)**

1196598

Set out on pages

1-15

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 March 2024**.

**Responsibilities and
basis of 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 the 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

12/6/2025

Name:

Dawn Johnson FMAAT

**Relevant professional
qualification(s) or body
(if any):**

Fellow member of Accounting Technicians

Address:

Account Wryte Ltd

5 Schneider Business Park, Felixstowe

Suffolk IP11 3SS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

