

## **Trustees Report to the Charities Commission For 8 December 2021 to 15 May 2023**

**Summary of the main activities undertaken for the public benefit in relation to the charities objectives. The trustees have had regard to the guidance issued by the Charity Commission.**

18 months negotiations with the Parish Council for a lease to establish a museum for the village in the old Market Hall.

In conjunction with Oxfordshire's Museums Resources Centre: planning the Eynsham Heritage Day, March 19 2022 including: four temporary exhibitions, a local buildings quiz, talks on the layout of Eynsham Abbey and Historic Eynsham, object handling and artefact identification, children's activities.

Ongoing exhibition set up: 'Eynsham as it was – in pictures'

Annual Parish Council public presentations, March 2022 and 2023.

Liaison with the local primary school and running a workshop with year 3. The school sent a group of 'Saxon' children to the unveiling of the Aelfric plaque.

In conjunction with Oxfordshire Blue Plaque Board: Blue plaque to Aelfric, first abbot of Eynsham, installed on the Market Hall, July 2022

Stall at the Eynsham Flower festival for 4 days, July 2022

10 talks to local organisations

Broadcast on Witney Community Radio

Social media accounts established

Working on the development of a website

Developing a local history library

### **Additional details of objectives and activities.**

Registered with HMRC

Agreed policies on: Privacy, Safeguarding, Lone workers, Complaints, Health and Safety, Fire Evacuation, Acquisitions.

Free legal advice given by local resident Richard Bell.

Free Design advice given by local resident Paul Luna.

Free design and technical expertise for the website provided by local residents Sarah and Rolando Medina

Sales of books, cards, and fees for talks

### **Summary of main Achievements of the charity for the period.**

25-year internal repair lease at a peppercorn rent signed by EMHC and Eynsham Parish Council, 1 March 2023, on the Market Hall in the centre of the village to establish a museum.

Eynsham Heritage Day was a major success, over 640 visitors, very positive evaluations and donations and sales amounted to £600. Award for 'Engagement and/or Collaboration Project' presented by the Society for Museum Archaeology a Nottingham University, September 2022.

Website launched March 2023

Acquisitions Catalogue started.

Planning our first exhibition.

**EYNSHAM MUSEUM & HERITAGE CENTRE**

**Treasurer's Report**  
**8 Dec 2021 - 15 May 2023**

**FOR CHARITY COMMISSION RETURN (due 15/3/24)**

**Income**

DONATIONS	11218.30
SALES	387.00
HIRER DEPOSITS	200.00
HIRER FEES	245.00
GRANTS & SPONSORS	0.00
FUND RAISING	0.00
GIFT AID	0.00
TALKS, EVENTS, EXHIBITIONS	0.00
Total Income	12050.30

**Balance for year**

Income	12050.30
Expenditure	823.67
Balance	11226.63

**Ongoing Overall Balance**

Balance B/F from 08/12/21	0.00
Balance of income/expenditure for year	11226.63
New Balance at 15/05/23	11226.63

Approved by Committee:-  
Signed *SF Parrinder*

Chair of Eynsham Museum & Heritage Centre Trustees  
Name        Stephen F Parrinder

Date 31 January 2024

**Expenditure**

RENT & RATES	1.00
INSURANCE	192.67
UTILITIES	251.80
OFFICE & OTHER EXPENSES	165.80
MAINTENANCE OF EQUIPMENT	0.00
MAINTENANCE OF BUILDING	0.00
CLEANING	0.00
BOOK SALES EXPENSES	0.00
FOR EXHIBITIONS	0.00
PRINTING & PUBLICATION	212.40
Total Expenditure	823.67

**Accounts**

Current account	11195.08
Petty cash box	31.55
	<b>11226.63</b>