



## **The Mint House Trustees' report for the year 6 April 2024 – 5 April 2025**

Report written by Gemma Lloyd with contribution from all Trustees of the Mint House.

### **Objectives and activities**

The objectives of The Friends of the Mint House (UK registered charity number 1197900), herein referred to as 'the Charity', as per our Constitution are as follows: *The preservation and conservation of The Mint House grade II\* listed Tudor building in Pevensey for the benefit of the public.*

**Public benefit** - The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

### **The story to date**

The charity is slowly developing as the building is increasingly being recognised as historically important within Sussex and indeed the UK.

It is a Tudor building dating from approx. 1525 and is believed to have been an inn.

The main purpose of the charity is to rescue the building which is in a bad state of repair. We have been fundraising to pay for a condition report, this is being carried out by experts in the field and once completed we will have a better understanding as to what the costs will be, an optimistic sum is around 3 million.

Once we have the funds, the building will be all but closed to the public as it is restored by master craftspeople with traditional materials supported by apprentices to learn traditional crafts which are on the endangered list. Once fully restored, the building will once again serve the local and wider community as a creative space for all.

The condition report will trigger more focus from grant giving bodies like Historic England and the National Heritage Lottery fund, who although fully supportive of the charity have

conditions that need to be matched before they will consider larger grants, namely the condition report.

It is to be understood that the charity is very much in its infancy and has had several changes since its birth which has meant a new team coming in and also the reliance on trustees who all have full time jobs and of course do not receive any remuneration for the support they give the charity. It is a certain type of person that is prepared to give so much of their time without being paid and it's increasingly harder to find those people.

## **Current activities**

The Mint House is becoming the Home of Sussex Folklore. This means that it will become a resource for research through the collection of books we house, as well as relevant collections that we have been offered as well as the direction we take in terms of the events we offer to the public.

The building is being run as it was originally intended as a space for everyone. We are not a museum, we are not a gallery but instead a creative space for everyone.

Markets - we run 4 markets a year where artists sell their wares, tattoo artists ink up and entertainment is provided by musicians, DJs and folk dancers. These are increasingly attracting a wide audience with people coming as far as Oxford and Ireland.

Exhibitions - we run around 4 a year, these are curated by ourselves, or artists from the community. We are also seeking to collaborate with other local organisations, charities and schools....

Gigs - led by musicians, poets, entertainers and all. We charge a ticket fee or ask for a donation.

**Why?** Chicken and egg, we need to attract attention, to alert people to the building that creates an atmosphere that in turns makes us unique which will demonstrate that we need financial support. We are very inclusive and attracting people that wouldn't normally feel comfortable in a heritage building.

**But** - without the building we cannot continue to run the events that we are becoming renowned for. So the building always has to take priority.

## **Financial review**

Finance is not the all, but makes the cogs rotate. As at 5 April 2025 the Charity £6,718 cash funds, £771 of which was restricted. Consequently, the Charity held very little reserves as at 5 April 2025 and the trustees are constantly monitoring the cash available. The trustees do not yet have a formal reserves policy in place but will finalise the policy during the coming year.

**Grants** - Currently our income mainly comes from grants. Again, this is increasingly hard to win as competition is steep and there are fewer opportunities as many bodies have closed

their books. There are very few grants now available for capital so we have to bounce from project to project and eek out when we can, and of course the providers need reports so everything is accounted for so we rely on the markets and ghost hunts for any chance of obtaining unrestricted funds in order to pay the bills and fees.

Grants we won between April 24 - April 25 were:

Aug 24 -Chalk Cliff Trust - £5,000  
Oct 24 -John Jackson Grant -£2,500  
Jan 25 - Sussex Gardens History Society -£1,000  
Feb 25 - Pilgrims Trust - £1,039  
Feb 25 - Aurelius Charitable Trust - £2,000

**Public donations** - We are extremely grateful for the smaller donations that are given when we have an open house.

**Rental** - we charge a nominal table rent when we run a market to artists that come and sell their wares as well as to tattoo artists that come and ink when we have a market. The markets happen 4 times a year. And we also have professional ghost hunters that pay us for the use of the space.

**Future finance.**

**A shop** - We plan to open a shop in 2026 as we believe this will increase our revenue, this has been approved by Historic England.

**Business sponsorship** - We are also planning to seek support financial support from local businesses.

**Membership** - many people are obsessed by the building and the events and activities we are running and so we are confident that people will pay a membership fee to get previews and a newsletter.

**A fundraiser** - we have been fortunate to receive a grant late 2025 which has enabled us to employ a part-time fundraiser.

**Fundraising events** - evenings aimed at those that have the means to financially support us.

**Constraints working within a Tudor building that needs restoration.**

The building is currently Grade II\* listed and could go up to Grade I, this of course means that we cannot alter the building or repair the building without consent. This goes for absolutely everything, we cannot just open a shop - we have to seek permission first. We cannot bang a nail in a wall and have to consider clever ways to hang exhibitions etc.

The building is freezing but currently we cannot light a fire in the fireplaces, there is no central heating and so we have to rely on small heaters within a very damp building. This is of course an electrical expense and as a small charity is something we have to be very mindful of.

Upstairs is no longer safe enough to support more than a few people at a time. We cannot allow the general public upstairs anymore and so that limits our capacity to rent out space to people.

Accounts April 24- April 25 - are available on request.

### **Structure, governance and management**

The Friends of the Mint House is a Charitable Incorporated Organisation (CIO), governed by a constitution, registered in England and Wales on 14 February 2022. The Constitution / governing document is available on request.

The Charity is managed by the Trustees with support from a small team of freelance managers.

### **Our Team and their day-to-day activity.**

**Jo Seaman** is an eminent archaeologist and the driving force behind the charity. Jo's title is Events Manager but in reality, like the main character in the film local hero, Jo is doing everything. He is planning events to try and raise our profile and increase revenue. He is applying for grants, opening the house when he can to the public, liaising with the local council, ensuring the bills are paid from our meagre unrestricted funds, attempting damage limitation within the building by attempting to dry it out, altering drainpipes, preventing rodent damage and often staying up half the night when we have ghost hunters in. And whenever something shifts in the building Jo has to survey and record it because it's such an historic building. Over the winter holidays, Jo was coming in to check for frozen pipes.

It cannot be overstated enough how grateful the charity is for Jo and we hope that we can honour his dedication with the remuneration he really deserves.

**Amber Edgley** is our marketing and communications manager. Amber is currently in 1 and half days a week and is responsible for our social media which has a huge reach and is carefully and beautifully curated. Amber is also responsible for organising the markets, sourcing the artists and co-curating all events with Jo.

**Elena Escalante** has just been contracted by the Mint House to support us in fundraising, they are in one day a week. 5 million plus is the target.

Our team are engaged on a freelance basis.

**Future Team** We would love to be in a position to employ a larger team to support the project. This would consist of a project assistant and a bookkeeper to begin with.

## Trustees

The following individuals served as Trustees during the year covered by the report.

Chair	Molly Devine	appointed 6 June 2024, mat leave from August 2025
Acting Chair	Gemma Lloyd	appointed 2 December 2024
	Samuel Kirkham Round	
	Howie Whale	appointed 2 December 2024
	Sam Mortimer	appointed June 2025
	Mike Fairbrass	appointed June 2025
	Colin Torode	appointed June 2025
	Robyn Barry	appointed December 2024, resigned April 2025
	Rowan Corkill	appointed 21 July 2024, resigned April 2025
Former Chair	Harriet Tait	resigned August 2024
	Daryl Holter	to June 2024

The trustees are seeking new trustees, including someone to act as treasurer and others to specialise in finance and fundraising, and someone to take the minutes.

## Volunteers

We have a group of volunteers that support the market events we run.

## Safeguarding

The Mint House has a safeguarding report which is updated annually and is available on request. All trustees have current DBS checks.

We have continuous experts visiting the house to advise us on what can and cannot be done currently, particularly because it's a listed building.

Fire regulations - We have recently been inspected by the local fire officers and updated our alarms.

Licensed tattoo parlour - we carry a licence to allow people to be inked up within the designated room, which is compliant with the current regulations.

## The environment and our impact

Everything is run with the environment in mind. We have a low carbon footprint, and the future restoration of the building is being designed around this. We are being greatly affected by the road outside which is damaging ours and all surrounding buildings. We are in discussion with the local MP, town council and will be requesting access only to the Highways in the future.

## Reference and administrative details

**Name of Charity:** Friends of the Mint House  
**UK Registered Charity Number:** 1197900  
**Address:** The Mint House, High Street, Pevensey, East Sussex,  
BN24 5LF.  
**Website:** [www.minthousepevensey.co.uk](http://www.minthousepevensey.co.uk)  
[https://www.instagram.com/the\\_mint\\_house\\_pevensey/](https://www.instagram.com/the_mint_house_pevensey/)

Any correspondence please contact [Gemma.Lloyd@minthousepevensey.co.uk](mailto:Gemma.Lloyd@minthousepevensey.co.uk)

The trustees' annual report has been approved by the trustees on 9 February 2026 and signed on their behalf by

*Gemma Lloyd*

Gemma Lloyd, Acting Chair

## **Independent examiner's report**

### **To the trustees of**

### **Friends of the Mint House ('The Mint House') Charitable Incorporated Organisation**

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I report to the trustees on my examination of the accounts of Friends of the Mint House ('The Mint House') Charitable Incorporated Organisation ('the CIO') for the year ended 5 April 2025.

### **Responsibilities and basis of the report**

As the charity trustees of The Mint House CIO 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 CIO's accounts 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 confirm that no material matters have come to my attention in connection with the examination that give me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.

**Caroline Sharp**  
FCA, DChA  
LONDON  
SE7 8PF

Date: **10 February 2026**

# Friends of the Mint House accounts for the year 6 April 2024 to 5 April 2025

## Receipts and payments

	Unrestricted funds	Restricted funds	TOTAL 2025	Unrestricted funds	Restricted funds	TOTAL 2024
	£	£	£	£	£	£
<b>Receipts</b>						
Grants	-	34,540	34,540	208	43,175	43,383
Trusts and Foundations	9,500	3,539	13,039	5,000	-	5,000
Donations	8,182	-	8,182	6,417	500	6,917
Gift Aid	473	-	473	2,388	-	2,388
Residencies	1,028	-	1,028	-	-	-
Events income	5,787	-	5,787	1,403	-	1,403
Market and shop	1,855	-	1,855	-	-	-
Hires	615	-	615	-	-	-
Memberships	-	-	-	419	-	419
<b>Gross income</b>	<b>27,440</b>	<b>38,079</b>	<b>65,519</b>	<b>15,835</b>	<b>43,675</b>	<b>59,510</b>
Loans received from trustees	-	-	-	4,583	-	4,583
<b>Total receipts</b>	<b>27,440</b>	<b>38,079</b>	<b>65,519</b>	<b>20,418</b>	<b>43,675</b>	<b>64,093</b>
<b>Payments</b>						
Project manager	3,702	39,737	43,439	13,184	3,604	16,788
Project assistant	1,285	13,300	14,585	-	-	-
Other consultants and professional fees	610	4,289	4,899	4,612	3,868	8,480
Repairs and other premises	744	3,036	3,780	474	-	474
Survey	3,660	-	3,660	-	-	-
Research	274	180	454	-	-	-
Events costs	639	8,368	9,007	-	-	-
Exhibition costs	12	2,509	2,521	-	-	-
Shop costs	869	-	869	-	-	-
Printing and advertising	144	1,359	1,503	591	500	1,091
Utilities	3,427	-	3,427	537	-	537
Internet and website	946	-	946	925	-	925
Misc expenditure	305	13	318	302	220	522
Insurance	395	-	395	377	-	377
<b>Total charitable expenditure</b>	<b>17,012</b>	<b>72,791</b>	<b>89,803</b>	<b>21,001</b>	<b>8,192</b>	<b>29,193</b>
Loan repayments	-	-	-	4,583	-	4,583
<b>Total payments</b>	<b>17,012</b>	<b>72,791</b>	<b>89,803</b>	<b>25,584</b>	<b>8,192</b>	<b>33,776</b>
<b>Net receipts/(payments)</b>	<b>10,428</b>	<b>( 34,712 )</b>	<b>( 24,284 )</b>	<b>( 5,166 )</b>	<b>35,483</b>	<b>30,317</b>
Cash funds at the start of the year	( 4,481 )	35,483	31,002	685	-	685
<b>Cash funds this year end</b>	<b>5,947</b>	<b>771</b>	<b>6,718</b>	<b>( 4,481 )</b>	<b>35,483</b>	<b>31,002</b>

## Statement of assets and liabilities at the end of the period

	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
	£	£	£	£	£	£
<b>Cash funds</b>	<b>5,947</b>	<b>771</b>	<b>6,718</b>	<b>( 4,481 )</b>	<b>35,483</b>	<b>31,002</b>

## CIO Notes required under the Charitable Incorporated Organisations (General) Regulations 2012:

1. No guarantees were given by the CIO where potential liability under the guarantee is outstanding at the date of the statement.
2. There were no debts outstanding at the date of the statement which are owed by the CIO and secured by an express charge on any assets of the CIO.

Signed on behalf of all the trustees

*Gemma Lloyd*

9 February 2026

Gemma Lloyd (Acting chair)

Date