

The Egham Museum Trust
The Literary Institute, 51 High Street
Egham, Surrey, TW20 9EW



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Honorary Patrons
Lord Hammond of Runnymede
Baroness Prashar of Runnymede
Dr. Ben Spencer MP

THE EGHAM MUSEUM TRUST

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

for the year ended 31st. December, 2023

Legal and Administrative Information

Charity name: The Egham Museum Trust
Charity registration number: 1198538
Financial year ended 31st December, 2023
Address: c/o The Literary Institute, 51 High Street, Egham, Surrey TW20 9EW
Governing document: Constitution of a Charitable Incorporated Organisation as at 6th. April, 2022, as amended by Resolution dated

Objects

- a) The provision and maintenance of a museum in or near Egham, which, through its exhibitions, outreach programmes and use of its collections, aims to provide for the communities of Egham, Egham Hythe, Englefield Green, Thorpe and Virginia Water, a centre of life-long learning dedicated to raising awareness, sharing knowledge and promoting enjoyment of local history.
- b) The provision of the above museum with facilities and a budget for its day-to-day operation, research and outreach activities, the continued improvement of its services and the extension, enhancement, conservation and storage of its collections for the continued enjoyment and benefit of the local community and visitors.

Trustees and Governance

Trustees generally meet on a quarterly basis and those who served during the year and beyond were:-

Mr. V.M. Bairstow MBE– Chairman to 17th. January, 2023
Dr. S.L.R.E. Evans (appointed 25th. March, 2024)
Cllr. M.T. Harnden
Cllr. S.M.G. Jenkins (resigned 29th. November, 2023)
Mrs. H.R. Knight (resigned 3rd. July, 2023)
Ms. S. MacNicol (appointed 25th. March, 2024)
Dr. M.G. Smith – Vice-Chairman until 17th. January, 2023 and Chairman from then

MS

Mr. C.J. Warwick

Trustees are elected from volunteers who have expressed an interest in the objects of the Trust. With a view to adopting best practice for charities, Trustees continued to commit themselves to attending external professional presentations on governance.

Mr. R.A. King served as Hon. Treasurer until 14th. November, 2023. Mrs. M. Jenkins then took over as Treasurer in a paid capacity.

Miss A.E. Stone served as Curator throughout the year until her fixed term contract of employment expired on 31st. December, 2023. Her replacement, Miss R. Tabrar, was appointed with effect from 13th. May, 2024.

As at 23.59 on 31st. December, 2022, the Trustees of The Egham Museum Trust, charity registration number 278422, entered into a legal agreement being the 'Transfer of Charitable Undertaking from an unincorporated charity to its corporate successor' with this, its successor charity, which had the legal effect of all of the former charity's assets and obligations being taken over by this charity, with physical transfer to this charity principally of chattel assets and the collections being deemed to have been effected then, but with the transfer of other assets and obligations unless otherwise paid, still remaining to be effected at the date of this report.

Thus, this successor charity commenced all activities as at that moment. The Trust has been able to provide a home for its charitable activities because of a beneficial lease arrangement with Runnymede Borough Council, giving security of tenure, whereby the lease held by the former charity was finally assigned to The Trust on 4th. July, 2024.

Vision: *A museum for all, valued by our diverse local community and at the heart of our cultural lives.*

Mission: *Through our collections, exhibitions and outreach programmes, we provide a centre of life-long learning that raises awareness, shares knowledge and promotes enjoyment of local history.*

Activities

The Museum collects, displays and cares for items of local interest relating to Egham, Egham Hythe, Englefield Green, Thorpe and Virginia Water. The Museum carries out research and produces exhibitions and other interpretative content, online and on-site, on subjects of local historical interest. This is complemented by a programme of events, talks and workshops, working with local community, educational organisations and interest groups. In addition, the Museum has a Facebook page, a Twitter feed, a YouTube channel, an Instagram account, and a website, plus project-specific micro-sites.

The Museum is open 3 days each week (10.30am to 4pm on Tuesdays and Thursdays, and 10.30am to 1pm on Saturdays), free of charge for the general public to view or to undertake research and study, all assisted by several volunteers, helping researchers in person or by

correspondence. The Museum works closely with Egham-by-Runnymede Historical Society (a separate registered charity) to undertake research into matters of local historical interest.

Achievements

The Museum engaged over 2,100 local residents, students and visitors in 2023 either at the Museum or off-site, with a further 7,500 following the Museum via its social media channels and feeds. As part of this programme of activity, over 100 new, research-informed local history stories were created and shared via the Museum's website and five community events held. The Museum was also pleased to host a temporary exhibition researched and curated by the Egham Girl Guides in March.

The Museum team also prepared and submitted a £140,000 grant application to the National Lottery Heritage Fund and secured a grant of £3,000 from the South East Museum Development Programme to support a paid internship in partnership with Surrey Choices, a social enterprise supporting young people with social, emotional and mental health needs. In addition, over 2,000 collection records were digitised and volunteering training sessions run on processing new acquisitions.

Reserves Policy

The Trust had no reserves policy in the year under review. It has relied principally on grant-aid funding received from time to time to cover relevant expenditure and project work.

Grant-making Policy

The Trust has no grant-making policy.

Review of Major Risks

Major risks have been reviewed on an on-going basis and Trustees are embarking on a round of fund-raising at the date of this report so as to ensure that the charity is a going concern for at least 12 months from the date of the approval of the attached financial statements.

Signature and Declaration

The Trustees have approved this report and have authorised Dr. M.G. Smith to sign it on their behalf.

.....*M.G. Smith*.....Dr. M.G. Smith (Chairman)

.....*27.7.*....., 2024

The Egham Museum Trust
Charity Number 1198538

Balance Sheet as at 31st December 2023


	<u>2023</u>	<u>2022</u>
Restricted Funds		
SEMD First Steps	£ 1,497	£ -
Belron International Ltd	1	1
Surrey County Council	405	846
	<u>1,903</u>	<u>847</u>
Unrestricted Funds		
General Funds	11,433	21,466
	<u>13,336</u>	<u>22,313</u>
Total Funds at 31st December 2023	<u>£ 13,336</u>	<u>£ 22,313</u>

Represented by:

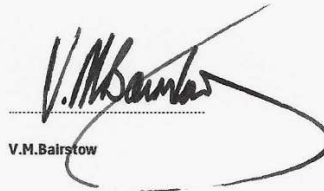
Fixed Assets	£ -	£ -
Current Assets		
Due by The Egham Museum Trust (Charity Number 278422)	<u>13,472</u>	<u>22,313</u>
	13,472	22,313
Current Liabilities		
Creditors	136	-
Net Assets	<u>£ 13,336</u>	<u>£ 22,313</u>

Certificate by the Trustees

We declare the foregoing Income and Expenditure Account and Balance Sheet to be correct.



Dr. M.G. Smith



V.M. Balrstow

Statement of the Independent Examiner to the Trustees of The Egham Museum Trust

I have examined the foregoing Income and Expenditure Account and Balance Sheet and certify them to be in accordance with the Trust's books, vouchers and records presented to me.

..... 27 October 2024

J.R.A. Christie

The Egham Museum Trust
Charity Number 1198538
Income and Expenditure account for the year ended 31st December 2023

	2023			2022		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
INCOME						
Grants						
SEMD First Steps	£ -	£ 3,000	£ 3,000	£ -	£ -	£ -
Royal Holloway College - Community Projects	500	-	500	-	-	-
Royal Holloway College - Teaching Museum	9,800	-	9,800	-	-	-
	£ 10,300	£ 3,000	£ 13,300	£ -	£ -	£ -
Investment Income						
Bank interest - CAF Bank	35	-	35	-	-	-
- COIF	-	-	-	-	-	-
	£ 35	£ -	£ 35	£ -	£ -	£ -
Other Income and Sundries						
Patron Scheme	200	-	200	-	-	-
Fundraising Evening	50	-	50	-	-	-
Online Shop Income	-	-	-	-	-	-
Sundry donations	1,031	-	1,031	-	-	-
Reproduction Fees	100	-	100	-	-	-
Event Income	120	-	120	-	-	-
	£ 1,501	£ -	£ 1,501	£ -	£ -	£ -
TOTAL INCOME	£ 11,836	£ 3,000	£ 14,836	£ -	£ -	£ -
EXPENDITURE						
Property Costs						
Intruder Alarm Maintenance	137	-	137	-	-	-
Electricity	2,305	-	2,305	-	-	-
Rates	115	-	115	-	-	-
Insurance	942	-	942	-	-	-
General Housekeeping	24	-	24	-	-	-
Telephone	309	-	309	-	-	-
Broadband Cost	207	-	207	-	-	-
	£ 4,039	£ -	£ 4,039	£ -	£ -	£ -
Direct operational costs						
Bank Charges	60	-	60	-	-	-
Curatorial costs	81	-	81	-	-	-
Staff Costs	16,697	-	16,697	-	-	-
Equipment & Materials	78	-	78	-	-	-
IT Costs	65	-	65	-	-	-
Website	269	-	269	-	-	-
General	97	-	97	-	-	-
Subs & Fees	279	-	279	-	-	-
Legal costs re CIO	-	-	-	-	-	-
Consumables	13	-	13	-	-	-
Postage & Packing	52	-	52	-	-	-
Travel	39	-	39	-	-	-
Online shop stock purchases	-	-	-	-	-	-
Bookkeeping	100	-	100	-	-	-
	£ 17,830	£ -	£ 17,830	£ -	£ -	£ -
Grant Funded Expenditure						
SSC	-	441	441	-	-	-
SEMD First Steps	-	1,503	1,503	-	-	-
	£ -	£ 1,944	£ 1,944	£ -	£ -	£ -
TOTAL EXPENDITURE	£ 21,869	£ 1,944	£ 23,813	£ -	£ -	£ -
Net Income/(Expenditure) for the year	£ (10,033)	£ 1,056	£ (8,977)	£ -	£ -	£ -
Reconciliation of Income & Expenditure						
Balance of funds at 1st January 2023	£ 21,466	£ 847	£ 22,313			
Balance of funds at 31st December 2023	£ 11,433	£ 1,903	£ 13,336			

McPhail ✓