

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



01784 434483
curator@eghammuseum.org
www.eghammuseum.org

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, 2022

Legal and Administrative Information

Charity name: The Egham Museum Trust

Charity registration number: 278422

Financial year ended 31st December, 2022

Address: c/o The Literary Institute, 51 High Street, Egham, Surrey TW20 9EW

Governing document: Deed of Trust, as amended on 17th. June, 2013

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

Mrs. L. Constantinescu-Smith (appointed 3rd. February, 2022: resigned 8th. February, 2022)

Cllr. M.T. Harnden

Cllr. S.M.G. Jenkins (appointed 6th. July, 2022: resigned 29th. November, 2023)

Mrs. H.R. Knight (resigned 3rd. July, 2023)

Dr. M.G. Smith – Vice-Chairman until 17th. January, 2023 and Chairman from then

Mr. C.J. Warwick

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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.

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.

Cllr. R.A. King served as Hon. Treasurer throughout the year and beyond, although having resigned, his role was taken over on a professional basis by Ms. M. Jenkins on 1st. November, 2023.

Miss A.E. Stone served as Curator throughout the year although her contract was not renewed as at 1st. January, 2024.

As at 23.59 on 31st. December, 2022, the Trustees entered into a legal agreement being the 'Transfer of Charitable Undertaking from an unincorporated charity to its corporate successor' with its successor charity, The Egham Museum Trust, charity registration number 1198538, which had the legal effect of all of the former charity's assets and obligations being taken over by the latter charity, with physical transfer to the successor 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.

As a result, the former charity would have ceased all activities as at that moment and in due course, will be dissolved.

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 provides displays on subjects of local historical interest, with a programme of changing temporary exhibitions, events and an outreach programme, working with local community, educational organisations and groups. In addition, the Museum has a Facebook page, a Twitter feed, a YouTube Channel, an Instagram account, and a website plus project micro-sites.

The Museum is normally open 3 half days each week (Tuesdays, Thursdays and Saturday mornings) 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.

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In the interests of reducing the spread of Covid-19, the Museum was closed to the public and volunteers throughout January 2022. The Curator and volunteers continued to work remotely throughout the month.

Achievements

- Temporary exhibitions; Crowns, Commemoration and Community, Egham and the Empire and St Cuthbert's Primary School.
- 31,223 hits on the website
- Loaned painting to Tiny Traces exhibition at the Foundling Museum, London
- Supported volunteers through events like a Christmas Coffee morning, trip to the Foundling Museum and visit to Royal Holloway Archives and Picture Gallery.
- 10 group visits to the museum including St Jude's Primary School, Thorpe Lea Primary, Manorcroft Nurseries and 3 online sessions including Strode's College (Geography).
- Offsite Sessions at Thorpe Lea Primary, Hythe School, Rivermede Court Care Home.
- 1197 people reached through in person outreach activity in the local community
- St Cuthbert's Year Three Class returned for the 4th year for their annual museum takeover - this time on the theme of the Stone Age.
- Continued to support Royal Holloway students through teaching sessions and placements including a Public History MA visit, summer placement and collaborating on Oral History module which resulted in 6 oral histories being added to the museum collection.
- Attended Royal Holloway Volunteering Fair
- Supported researchers including local historians, subject specific interests (eg Lagonda), family history researchers
- Delivered talks including Staines U3A Archaeology Group and Spelthorne U3A Local History Group and Egham-by-Runnymede Historical Society
- Partnered with Home Instead and Royal Holloway on Jubilee Tea Dance
- Other events including Magna Carta Day, Reminiscence, Craft activities
- Ran National Oddity Championship for the 3rd year
- 'Recover Together' Audience Development Internship supported by Surrey County Council.

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Reserves Policy

The Trust has had no Reserves Policy. 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. As a result of the charity's ceasing activities as at 31st. December, 2022, there is no requirement for Trustees to consider whether 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)

.....*19.3*....., 2024

The Egham Museum Trust
Charity Number 278422
Balance Sheet as at 31st. December, 2022

	2022	2021
Restricted Funds		
Arts Council for England	£ -	£ -
Brighton & Hove City Council	-	227
National Heritage Lottery Fund	-	-
Royal Pavilion & Museums Trust	-	-
Runnymede Borough Council	-	6,985
The Mercers' Company	-	2,900
Royal Holloway College	-	2,000
Belron International Ltd	1	1
National Trust	-	250
Surrey County Council	846	-
	<u>847</u>	<u>12,363</u>
Unrestricted Funds		
General Funds	21,466	19,664
Endowments	-	-
	<u>22,313</u>	<u>32,027</u>
Less:- Transfer to The Egham Museum Trust (Charity no.1198538)	<u>22,313</u>	<u>-</u>
Total Funds	<u>£ -</u>	<u>£ 32,027</u>
Represented by:		
Fixed Assets	£ -	£ -
Current Assets		
Balance at bank - CAF Bank	23,430	32,009
- COIF	<u>18</u>	<u>18</u>
	23,448	32,027
Liabilities		
Due to The Egham Museum Trust (Charity no.1198538)	£22,313	
Payroll	<u>1,135</u>	
	23,448	
Net Assets/Liabilities	<u>£ -</u>	<u>£32,027</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. Bairstow

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.


.....
20/3/24

J.R.A. Christie

The Egham Museum Trust
Charity Number 278422
Income and Expenditure Account for the year ended 31st. December, 2022

	2022			2021		
	Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
INCOME						
Grants						
Arts Council for England	£ -	£ -	£ -	£ -	£ 4,781	£ 4,781
Surrey County Council	-	2,236	2,236	-	-	-
National Heritage Lottery Fund	-	8,919	8,919	-	-	-
Royal Pavilion & Museums Trust	50	200	250	-	-	-
Brighton & Hove City Council	-	-	-	-	-	-
Runnymede Borough Council	-	-	-	-	10,241	10,241
The Mercers' Company	-	-	-	-	200	200
Royal Holloway College	-	2,180	2,180	-	-	-
National Trust	-	-	-	-	250	15,222
	£ 50	£ 13,535	£ 2,298	£ -	£ 15,472	£ 15,472
Investment Income						
Bank interest - CAF Bank	24	-	24	-	-	-
- COIF	-	-	-	-	-	-
	£ 24	£ -	£ 24	£ -	£ -	£ -
Other Income and Sundries						
Patron Scheme	400	-	400	200	-	200
Fundraising Evening	95	-	95	270	-	270
Online Shop Income	419	-	419	103	-	103
Sundry donations	200	-	200	-	-	-
Reproduction Fees	-	-	-	-	-	-
Bequest	135	-	1,114	322	-	573
Other	-	-	-	-	-	-
	£ 1,249	£ -	£ 1,249	£ 895	£ -	£ 895
TOTAL	£ 1,323	£ 13,535	£ 14,858	£ 895	£ 15,472	£ 16,367
EXPENDITURE						
Property Costs						
Intruder Alarm Maintenance	129	-	129	169	-	169
Heating & Lighting	341	-	341	1,785	-	1,785
Rates	339	-	339	-	-	-
Insurance	1,006	-	1,006	1,162	-	1,162
Telephone	312	-	312	310	-	310
Broadband Cost	171	-	171	156	-	156
Museum Improvements	-	-	-	-	-	-
	£ 2,298	£ -	£ 2,298	£ 3,582	£ -	£ 3,582
Direct operational costs						
Bank Charges	81	-	81	96	-	96
Curatorial costs	-	-	-	2,385	-	2,385
Staff Costs	8,466	5,705	14,171	19,752	-	19,752
IT Costs	-	-	-	-	-	-
Exhibitions/Videography	-	-	-	-	-	-
General	942	-	942	295	-	295
Legal costs re CIO	-	-	-	-	6,000	6,000
Online shop stock purchases	97	-	97	300	-	300
	£ 9,586	£ 5,705	£ 15,291	£ 22,828	£ 6,000	£ 28,828
Grant Funded Expenditure						
Belron Purchases	-	-	-	-	499	499
Project Costs - Artist in Resident	-	-	-	-	16,815	16,815
Project Costs - Surrey County Council Members Fund	-	1,390	1,390	-	-	-
Project Costs - NHLF	-	5,394	5,394	-	-	-
Project Costs - Other	-	200	200	-	3,121	3,121
	£ -	£ 6,984	£ 6,984	£ -	£ 20,435	£ 20,435
TOTAL	£ 11,884	£ 12,689	£ 24,573	£ 52,820	£ 32,435	£ 85,255
Net Income/(Expenditure) for the year	£ (10,561)	£ 846	£ (9,715)	£ (25,515)	£ (10,963)	£ (36,478)

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