

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 DECEMBER 2024  
FOR  
THE BOGNOR REGIS LOCAL HISTORY SOCIETY  
TRADING AS  
BOGNOR REGIS LOCAL HISTORY SOCIETY  
AND MUSEUM**

**THE BOGNOR REGIS LOCAL HISTORY SOCIETY**

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## THE BOGNOR REGIS LOCAL HISTORY SOCIETY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

286590

##### Principal address

25-27 West Street, Bognor Regis, West Sussex, PO21 1XA

##### Trustees

Mr G Burt

Mrs H Bowles

Mrs J Rees

Miss L Martin (Appointed 11<sup>th</sup> March 2024)

##### Independent examiner

Mrs. M. Adams

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity. The constitution was adopted on 25th September 1982 and readopted on the 14th February 1983 and again on the 17th September 1984

##### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### OBJECTIVES

##### Objectives and aims

To advance the education of the public by the study of the history and archaeology of Bognor Regis and district.

##### Significant activities

We promote Bognor Regis local history by offering monthly meetings with talks on various subjects. We also offer slide shows and talks to local schools and adult groups, plus support the town's many regular seasonal events with our own stall. Finally, the society operates a local history museum in the town, run entirely by the volunteer membership.

Approved by order of the board of trustees on.....14/4/25..... and signed on its behalf by

.....Gregory Burt.....

Mr G Burt – Trustee

Independent Examiner's Report to the Trustees of  
**THE BOGNOR REGIS LOCAL HISTORY SOCIETY**

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I report on the accounts for the year ended 31 December 2024, which are set out on pages three to eight.

**Responsibilities and basis of report**

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

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act;
2. or that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Signed ..... M D Adams ..... Mrs. M. Adams

Date ..... 4/6/25 .....

**THE BOGNOR REGIS LOCAL HISTORY SOCIETY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024**

	Year Ended 31/12/2024			Year Ended 31/12/2023		
	Museum £	History Society £	Total £	Museum £	History Society £	Total £
<b>Voluntary Income</b>						
Donations	3,944	135	4,079	3,068	460	3,528
Grants	550		550	-	-	-
Subscriptions	-	952	952	-	1,119	1,119
	<b>4,494</b>	<b>1,087</b>	<b>5,581</b>	<b>3,068</b>	<b>1,579</b>	<b>4,647</b>
<b>Activities for generating funds</b>						
Christmas Lunch	-	706	706	-	597	597
Raffles	112	78	190	-	129	129
Sales Income	4,072	230	4,302	3,862	91	3,953
	<b>4,184</b>	<b>1,014</b>	<b>5,198</b>	<b>3,862</b>	<b>817</b>	<b>4,679</b>
<b>Investment Income</b>						
Rents received	28,640	-	28,640	27,315	-	27,315
Utilities recovered	3,824	-	3,824	3,435	-	3,435
Deposit account interest	334	102	436	42	52	94
	<b>32,798</b>	<b>102</b>	<b>32,900</b>	<b>30,792</b>	<b>52</b>	<b>30,844</b>
<b>TOTAL INCOMING RESOURCES</b>	<b>41,476</b>	<b>2,203</b>	<b>43,679</b>	<b>37,722</b>	<b>2,448</b>	<b>40,170</b>

# THE BOGNOR REGIS LOCAL HISTORY SOCIETY

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Year Ended 31/12/2024				Year Ended 31/12/2023			
	Museum	History Society	Bathing Machine	Total	Museum	History Society	Bathing Machine	Total
	£	£	£	£	£	£	£	£
<b>RESOURCES EXPENDED</b>								
<b>Costs of generating voluntary income</b>								
Advertising	1,423	-	-	1,423	3,357	-	-	3,357
Cleaning	691	-	-	691	493	-	-	493
Computer costs	617	-	-	617	474	-	-	474
Displays and artefacts	517	-	-	517	780	-	-	780
Insurance	2,207	-	-	2,207	2,062	-	-	2,062
Light and Heat	6,711	-	-	6,711	3,985	-	-	3,985
Managing agent fees	4,279	-	-	4,279	3,948	-	-	3,948
Meeting room & hall hire	-	400	-	400	-	384	-	384
Postage and stationery	208	506	-	714	1,283	496	-	1,779
Rates and water	1,001	-	-	1,001	1,178	-	-	1,178
Refreshment	388	23	-	411	437	-	-	437
Repairs and renewals	1,982	-	-	1,982	8,673	-	-	8,673
Speaker costs	-	430	-	430	-	618	-	618
Sundries	-	-	-	-	-	25	-	25
Telephone & broadband	377	-	-	377	778	-	-	778
Freehold property depreciation	5,400	-	-	5,400	5,400	-	-	5,400
Bathing Machine Depreciation	-	-	1,453	1,453	-	-	1,090	1,090
Plant & Machinery Depreciation	351	-	-	351	-	-	-	-
Property improvements depreciation	2,833	-	-	2,833	2,833	-	-	2,833
	<b>28,985</b>	<b>1,359</b>	<b>1,453</b>	<b>31,797</b>	<b>35,681</b>	<b>1,523</b>	<b>1,090</b>	<b>38,294</b>
<b>Fundraising trading: costs of goods sold and other costs</b>								
Purchases	2,159	706	-	2,865	1,728	650	-	2,378
<b>Investment management costs</b>								
Property repairs	3,040	-	-	3,040	2,865	-	-	2,865
<b>Governance costs</b>								
Accountancy	61	61	-	122	210	210	-	420
<b>TOTAL RESOURCES EXPENDED</b>	<b>34,245</b>	<b>2,126</b>	<b>1,453</b>	<b>37,824</b>	<b>40,484</b>	<b>2,383</b>	<b>1,090</b>	<b>43,957</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>7,231</b>	<b>77</b>	<b>(1,453)</b>	<b>5,855</b>	<b>(2,762)</b>	<b>65</b>	<b>(1,090)</b>	<b>(3,787)</b>

## TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration, other benefits or expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023

**THE BOGNOR REGIS LOCAL HISTORY SOCIETY**

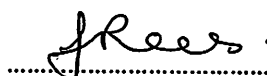
**BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted funds £	Restricted funds £	31/12/2024 Total funds £	31/12/2023 Total funds £
<b>FIXED ASSETS</b>	<b>2</b>				
Tangible assets		300,374	52,785	353,159	361,600
<b>CURRENT ASSETS</b>					
Stocks		1,654	-	1,654	1,828
Cash at bank and in hand		44,614	1	44,615	30,504
		46,268	1	46,269	32,332
<b>CREDITORS</b>					
Amounts falling due within one year		-	-	-	(359)
<b>NET CURRENT ASSETS</b>		46,268	1	46,269	31,973
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		346,642	52,786	399,428	393,573
<b>NET ASSETS</b>		346,642	52,786	399,428	393,573
<b>FUNDS</b>					
Unrestricted funds – Museum		337,639	-	337,639	330,407
Unrestricted funds – History Society		9,003	-	9,003	8,927
		346,642	-	346,642	339,334
Restricted funds – Bathing Machine		-	52,786	52,786	54,239
<b>TOTAL FUNDS</b>		346,642	52,786	399,428	393,573

The financial statements were approved by the Board of Trustees on 14/4/25 and were signed on its behalf by:



Mrs H Bowles - Trustee



Mrs J Rees – Trustee

# THE BOGNOR REGIS LOCAL HISTORY SOCIETY

## NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2024

### 1. ACCOUNTING POLICIES

#### Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

#### Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

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

Freehold property	- 2% on cost
Improvements to property	- 2% on cost
Plant and machinery	- 33% on cost

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

### 2. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Bathing Machine £	Plant and machinery £	Totals £
<b>COST</b>					
At 1 January 2024	270,000	141,646	55,328	1,055	468,029
Additions	-	-	-	1,596	1,596
At 31 December 2024	270,000	141,646	55,328	2,651	469,625
<b>DEPRECIATION</b>					
At 1 January 2024	68,400	35,884	1,090	1,055	106,429
Charge for year	5,400	2,833	1,453	351	10,037
At 31 December 2024	73,800	38,717	2,543	1,406	116,466
<b>NET BOOK VALUE</b>					
At 31 December 2024	196,200	102,929	52,785	1,245	353,159
At 31 December 2023	201,600	105,762	54,238	-	361,600